

May 21, 2013

Commissioners met on this day with the following members present: Commissioner John Richwine, Commissioner Steffanie Owens and Commissioner Jeff Hardin. Also present were County Attorney Jim Wilson, Auditor Jane Lyons and County Administrator, Dan Dykes.

IN THE MATTER OF APPROVAL OF CLAIMS

Motion was made by Jeff Hardin and seconded by Steffanie Owens to approve the May 15, 2013 claims. Motion carried unanimously.

IN THE MATTER OF PLANNING COMMISSION VIOLATIONS AND COMPLAINTS

Ken Ellis, Planning Commission Director, came before the Commissioners with the following violations and complaints:

Ryan Morgan – 3924 Crystal Street – zoning violation – proceed to court.

Beth Watson – 5245 N. 350 E. – unsafe structure – agreement to repair – progress (halted).
Unable to reach the contract buyer as of this day-will continue to try and contact homeowner.

Gregg Bryant – 2933 W. 600 S – abandon vehicles, junk and debris, trailer in front yard –will go to speak with homeowners.

2705 W 1000 S – issue a citation on trailers, 15 to remove.

IN THE MATTER OF REQUEST FOR REMODELING THE RECORDERS OFFICE

Linda Smith, County Recorder, presented to the Commissioners a plan to remodel the Recorders Office, making it more efficient and customer and worker friendly. She has funds in the Recorders Perpetuation Fund to cover the costs. Motion was made by John Richwine and seconded by Jeff Hardin to take request under consideration and talk with the Property Manager and bring it back for approval at the June 4th meeting. Motion carried unanimously.

**IN THE MATTER OF ORDINANCE PROPOSED FOR MADISON COUNTY
PERSONNEL POLICY HANDBOOK**

Shawn Swindell, Human Resources Director presented to the Commissioners the amended Personnel Policy Handbook. Motion was made by John Richwine and seconded by Jeff Hardin to bring it back for approval at the June 4th meeting. Motion carried unanimously.

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IN THE MATTER OF APPROVAL OF CONTRACT WITH LIGHTBOUND FOR INTERNET USAGE

Jerry Branson, ITS Director, came before the Commissioners with a contract with Lightbound for an upgrade in the internet usage in the County. Currently we are using 10 megs pipe and are upgrading to 20 meg pipe. Motion to approve made by John Richwine and seconded by Steffanie Owens upon subject of funds available. Motion carried unanimously.

IN THE MATTER OF PROCLAMATION FOR COMMUNITY ACTION MONTH

Cindy Donnelly, JobSource Director, came before the Commissioner asking that they proclaim, Community Action Month. Commissioner Owens read the Proclamation and made a motion to accept the Proclamation. Motion seconded by John Richwine. Motion carried unanimously.

IN THE MATTER OF DISCUSSION ON PAY INCREASE FOR PTABOA MEMBERS

There was a discussion between County Assessor Larry Davis and the Commissioners to increase the pay for the PTABOA members. Mr. Davis stated that several other Counties pay their members on a tier schedule, depending what Certification Level they have is what their pay would be to sit on the Board. Commissioners also agree this is a good idea. He also asked the Commissioners that once the pay scale is determined, the Board members be paid retroactive to January 1, 2013. County Attorney, Jim Wilson suggests they get together and come up with a revised pay scale.

IN THE MATTER OF APPROVAL OF ORDINANCE NO. 2013-BC-0-08, ORDINANCE ESTABLISHING TRAVEL POLICY FOR EMPLOYEES OF MADISON COUNTY, INDIANA AND REPEALING ALL ORDINANCES IN CONFLICT HEREWITH

Commissioners approved Ordinance No. 2013-BC-O-08 upon motions made by Steffanie Owens and seconded by John Richwine. Motion carried unanimously.

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ORDINANCE NO. 2013-BC-0-08

**ORDINANCE ESTABLISHING TRAVEL POLICY
FOR EMPLOYEES OF MADISON COUNTY, INDIANA
AND REPEALING ALL ORDINANCES IN CONFLICT HEREWITH**

WHEREAS, the Board of Commissioners of Madison County, Indiana has found that a need exists for the establishment of certain travel policies for the employees of Madison County, Indiana; and,

WHEREAS, Indiana statutes authorize County officials and their assistants employed by the County to attend conferences; and,

WHEREAS, it is necessary periodically for certain employees of Madison County to travel for work-related business, and to attend conferences; and,

WHEREAS, Indiana statutes allow for payment of travel expenses, including mileage and lodging, by the County for the attendance at said business conferences; and,

WHEREAS, the County's previous Ordinance establishing travel policy, Ordinance No. 2001-BC-0-04, dated March 6, 2001, as amended from time to time, is hereby repealed and replaced as set forth herein.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF MADISON COUNTY, INDIANA:

1. The following shall be allowable expenses to be paid by Madison County:
 - (a) Mileage. No mileage will be paid if a County vehicle is used. An allowance will be paid for each mile necessarily traveled in going to and returning from place of business or conference by the most expedient route at a rate equal to the State authorized rate or as determined by the fiscal body of the unit the official represents. This rate per mile shall be subject to modification at any time the State changes its rate per mile.
 - (b) Lodging. Lodging will be paid for by the County for each night preceding conference attendance or each night preceding day of County business equal to the single room rate. If more than one (1) County employee stays in the same room, the rate paid shall be at the rate billed for more than one (1) person at standard room rates.
 - (c) Taxes. All taxes, including, but not limited to innkeepers tax and sales tax charged to a lodging bill shall be paid by the County.

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(d) Subsistence. Allowance for meals for each day in attendance or in travel status will be the subsistence allowance for meals allowed by the State. However, there will be no such allowance for meals for any conference lasting one (1) day or less and which does not require an overnight stay. However, if meals are provided at the event wherein the employee is attending, there will be no per diem paid. If meals are not provided, the employee must submit meal receipts before reimbursement will be made. The maximum expense for individual meals is as follows:

- (i) Breakfast - \$6.00;
- (ii) Lunch - \$6.00; and,
- (iii) Dinner - \$12.00.

If meals are included in the event for which meals can be paid and if the employee decided not to eat the meals which are provided, then the employee will not be allowed reimbursement for the otherwise allowed meals.

(e) Miscellaneous. The County will pay the following expenses that are reasonable and subject to by receipts being provided for the expenditures. These include: parking fees, but not more than \$20.00 per day; airline costs; rental car; gasoline expenses for said rental car; toll charges; official long distance telephone calls and other usual and customary expenses.

(f) Items Not Authorized. The following expenditures will NOT be paid by the County:

- (i) Personal long distance telephone calls;
- (ii) In-room dry bar expenses;
- (iii) In-room movies;
- (iv) Room service;
- (v) Tips;
- (vi) Additional persons in room, such as spouse, sibling or person not required to be on official County related business or travel; and,
- (vii) Valet parking.

(g) Education. The County will pay for the education for employees as required by State statute or regulation. All educational expenses must be approved by the Madison County Commissioners in advance and payment will be made upon the successful completion of said education. If the successful passing of an educational course or class is required, then the employee must show the successful results of the course or class before reimbursement is allowed.

(h) Other Expenses. Other expenses as approved by the Commissioners.

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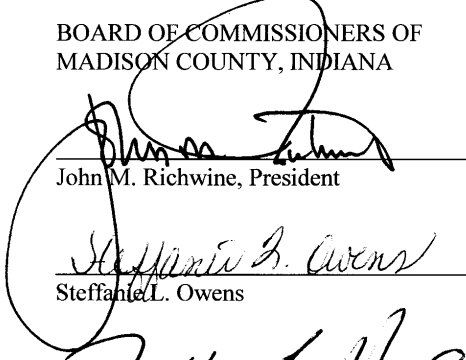
2. All payments for mileage and lodging shall be made by the proper disbursing officer in the manner provided by law on a duly verified claim or voucher to which shall be attached a receipt for the expenditure. All payments shall be made from the individual's department appropriation, unless specific notice has been provided from the State that the payment is to be made from the County's general fund without appropriation.

3. Previous Ordinance No. 2001-BC-0-04, as amended since its initial passage, is hereby repealed.

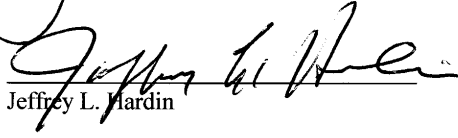
4. The provisions of this Ordinance are severable and this Ordinance shall be in full force and effect from and after its passage upon publication as required by law.

THIS ORDINANCE HAVING BEEN APPROVED AND ADOPTED by the Board of Commissioners of Madison County on this 21 day of May, 2013.

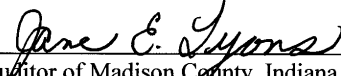
BOARD OF COMMISSIONERS OF
MADISON COUNTY, INDIANA


John M. Richwine, President


Steffanie L. Owens


Jeffrey L. Mardin

ATTEST:


Auditor of Madison County, Indiana

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**IN THE MATTER OF APPROVAL OF MADISON COUNTY PAVING PROJECT,
NOTICE TO BIDDERS**

Commissioners set the date of June 18, 2013 as the receiving of bids for the Madison County Paving Projects. Motion to set date made by Jeff Hardin and seconded by John Richwine. Motion carried unanimously.

**IN THE MATTER OF APPROVAL OF MADISON COUNTY PAVEMENT MARKINGS,
NOTICE TO BIDDERS**

Commissioners set the date of June 18, 2013 as the receiving of bids for the Madison County Pavement Markings. Motion to set date made by Jeff Hardin and seconded by John Richwine. Motion carried unanimously.

IN THE MATTER OF EMERGENCY MANAGEMENT UPDATE

Tom Ecker, EMA Director, updated the Commissioners on flooding issues and getting funds from FEMA for the County. He stated that Madison County is way above the threshold for Declaration of Disaster at the National Level and are just waiting for the application for funds to go through.

IN THE MATTER OF APPROVAL OF CONTRACT FOR COMMERCIAL ASSESSING

Commissioners approved the Contract with Nexus as the lowest bid for commercial assessing. The contract is a 2 year contract. Motion to approve made by Steffanie Owens and seconded by Jeff Hardin. Motion carried unanimously.

**IN THE MATTER OF APPROVAL OF CONTRACT WITH CITIES AND TOWNS FOR
SHERIFF FIRE DISPATCH**

Captain James Cleaver, Sheriff's Department, came before the Commissioners asking for approval of the contract with the Cities and Towns in Madison County for the Sheriff Fire Dispatch. Motion to approve made by John Richwine and seconded by Steffanie Owens. Motion carried unanimously.

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IN THE MATTER OF ANNUAL HIGHWAY REPORT

Dan Dykes, County Administrator, presented the Annual Highway Report to the Commissioners. Motion was made by John Richwine and seconded by Steffanie Owens to make said report a matter of the minutes. Motion carried unanimously.

IN THE MATTER OF PURCHASING NEW HIGHWAY EQUIPMENT

Motion was made by John Richwine and seconded by Steffanie Owens to approve bids already received to purchase new Highway Equipment and Machinery. Motion carried unanimously.

Motion was also made by John Richwine and seconded by Steffanie Owens to make a new appropriation to purchase new tandem trucks for the Highway and place it on the Council agenda. Motion carried unanimously.

**IN THE MATTER OF APPROVAL OF RESOLUTION NO. 2013-BC-R-04,
RESOLUTION ESTABLISHING A CUMULATIVE BRIDGE FUND FOR MADISON
COUNTY, INDIANA**

Commissioners approved Resolution No. 2013-BC-R-04 upon motions made by Steffanie Owens and seconded by Jeff Hardin. Motion carried unanimously.

The next regular meeting is set for June 7, 2013 at 10:00 a.m.

There being no further business the meeting was adjourned.

BOARD OF COMMISSIONERS

