

The Adams County Board of Commissioners met September 14, 2021 at 11:00 a.m. in the Adams County Service Complex. Present were Commissioners: Rex Moore, Stan Stoppenhagen, and Steve Kuhn; HR Coordinator Shannon Greene, Settlement Deputy, Kristy Stuckey and County Attorney, Mark Burry. Absent was Auditor, Tony Mellencamp, who is in Budget Hearings.

**IN RE:** MINUTES

Upon a motion by Stan Stoppenhagen and seconded by Steve Kuhn, for approval by the County Board of Commissioners' Minutes for September 7, 2021. Motion carried.

**IN RE:** AUDITOR REPORT

**Monthly Clerk of the Circuit Court Report**

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve the August Monthly Clerk of the Court Report. Motion Carried.

**Payroll Claims**

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve payroll claims to be paid on September 17<sup>th</sup>, in the amount of \$313,528.04. Motion Carried.

**Payroll AP Claims**

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve \$280,941.31 for the payroll taxes, insurances, retirements for the month of September 2021. Motion Carried.

**Weights and Measures**

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve the Monthly Weights and Measures Report from August 16 to September 15 submitted by Director Dan Hackman. Motion Carried.

**Allied Insurance Claims**

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve the Allied Insurance Claims in the amount of \$52,081.84. Motion Carried.

**Claims**

Upon a motion by Steve Kuhn and seconded by Stan Stoppenhagen to approve the Bi-Weekly Claims in the amount of \$201,753.45. Motion Carried.

**Health Insurance**

Commissioner Moore reported that there is \$2,731,385.24 in the health insurance accounts.

**IN RE:** HIGHWAY

Adams County Highway Department Superintendent, Brad Yoder, recommended the one-ton dump truck bid from Moser Motors in the amount of \$60,486.00 without the trade in.

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to purchase the one-ton dump truck in the amount of \$60,486.00 from Moser Motor Sales. Motion carried.

Mr. Yoder also recommended the 2023 Stoops Freightliner with a Cummins Engine as it met most of the specs. This is in the amount of \$114,600.00 with a trade-in allowance of \$18,000.

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to purchase from the most responsive bidder which was Stoops Freightliner in the amount of \$114,600 with a trade-in of \$18,000. Motion carried.

Mr. Yoder received two used oil furnace quotes and they had a difference of \$20. The furnace will heat the garage area. He recommended the furnace from Alton Combustion from Fort Wayne, IN in the amount of \$15,595.00 that includes installation. This will be paid out of the equipment line.

Upon a motion by Steve Kuhn and seconded by Stan Stoppenhagen to purchase the used oil furnace from Alton Combustion in the amount of \$15,595.00. Motion carried.

Mr. Yoder met with a Co-Alliance about another option for the fuel tanks. They could have an open-ended contract with them. We can lease and would cost more per gallon. We can purchase the two 2,000 gallon tanks at \$10,000 each. The pumps for the tanks cost \$3,000 each. This will be a total of \$26,000. One tank would have gas and the other would be for off road fuel. If they lease, the can get the off road fuel from three locations in the county. If we buy the tanks, then we could buy the fuel from anywhere but if we lease we have to buy the gas from them. If we lease, then it will take the liability off the highway department. They wanted to discuss this further and see if they should ask for a proposal from them. Attorney Mark Burry said to ask for a proposal from them and he can look it over.

Mr. Yoder asked to get the Assistant Superintendent Paul Zerby a county work cell phone. He uses his personal cell phone now for county business.

Upon a motion by Steve Kuhn and seconded by Stan Stoppenhagen to approve the purchase of a county cell phone for Paul Zerby. Motion carried.

**IN RE** BUILDING AND GROUNDS

Rick Burkhalter, Building and Grounds Director, reported that the Superior air conditioners broke. One unit was fixed and the other two units should be fixed today or tomorrow. The unit are 16 years old.

**IN RE:** BUILDING AND PLANNING

Upon a motion by Steve Kuhn and second by Stan Stoppenhagen to approve the Herman J. Fiechter Subdivision /2 Lots/French Sec 14/ Located West of 400W on 300S. Motion Carried.

**IN RE:** OTHER MATTERS PROPERLY PRESENTED

**Sheriff**

Sheriff, Dan Mawhorr, presented two amendments to our lease for antenna space from Professional Tower Services LLC & Paulding Towers, LTD. The amendments are to the North & South Towners. This will add \$1,200 per month to the agreement and will be paid out of the E-911 Fund. He has the funds but will need to do an additional.

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve the amended leases from Professional Tower Services LLC & Paulding Towers, LTD.

**COVID**

Commissioner Moore gave an update on COVID. The last executive order from the Governor last week was 21-24. The Governor released a statement in response to President Biden's vaccination announcement. It has been turned over to OSHA and are waiting on their recommendation.

**IT**

Commissioner Moore reported he has several claims from IT for approval to pay.

Invoice from B-Secure in the amount of \$5,225.89 for work completed on IDF room next to dispatch along with lights installed in the RF Room. This is to be paid out of 1000.38302.000.9600.

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve the claim from B-Secure in the amount of \$5,225.89. Motion carried.

Invoice from Innovation Integration in the amount of \$73,396.01 for switches at the Complex and North and South Towers. \$33,637.29 to be paid out of 1140.33700 and \$39,758.72 to be paid out of 1222.34400.

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve the claim from Innovation Integration in the amount of \$73,396.01. Motion carried.

Invoice from Wired communications in the amount of \$2,789.35 to be paid out of 1138.48500.

Upon a motion by Steve Kuhn and seconded by Stan Stoppenhagen to approve the claim from Wired Communications in the amount of \$2,789.35. Motion carried.

Invoice from Perry ProTech in the amount of \$71,426.61 to be paid out of 38302.09600. This is for the connections to the towers.

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve the invoice form Perry ProTech in the amount of \$71,426.61. Motion carried.

Mr. Moore presented an agreement from Perry ProTech for two copy machines. This is for a 60-month lease in the amount of \$124.91 per month. One is for IT and the other is for HR. The one for HR will have the ability to fax. This should be paid out of the IT Monthly lease line item. 1000.32804

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to approve the agreement with Perry ProTech. Motion carried.

**IN RE:**HR COORDINATOR

HR Coordinator, Shannon Greene reported that she has a few job descriptions that were updated and is asking for approval.

**Golden Meadows**

The QMA was discussed at County Council this morning and asked if those changes were ok. She asked if she can post the job.

Upon a motion by Steve Kuhn and seconded by Stan Stoppenhagen to update the QMA job description and to post the position. Motion carried.

The Director of Nursing submitted her resignation effective 10/1/21. They already approved changing the job title to Nursing Manager. She will post the job.

Ms. Greene reported she is working on filling the Dietary & Housekeeping part time position.

**Highway**

Ms. Greene submitted updated job descriptions for the Highway Superintendent and Assistant Superintendent. She met with them to update their job descriptions to include some duties from the Engineer's duties. This includes Title 6 and ADA. This is the first step to change their job descriptions.

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to update the Highway Superintendents job description. Motion carried.

Upon a motion by Steve Kuhn and seconded by Stan Stoppenhagen to update the Highway Assistant Superintendents job description. Motion carried.

Ms. Greene reported that a maintenance worker is retiring at the highway department with the last day of 10/1/21. She received their resignation letter.

Upon a motion by Stan Stoppenhagen and second by Steve Kuhn to accept the maintenance worker's resignation and to post for this position. Motion carried.

**IN RE:**COUNTY ATTORNEY

Adams County Attorney Mark Burry presented the Cyber Risk policy from Travelers Insurance. This is for a yearly amount of \$12,520.

**Resolution 2021-18**

County Attorney, Mark Burry, presented Resolution 2021-18, a resolution adopting initial county fiscal recovery plan for use of ARPA local recovery funds.

Upon a motion by Steve Kuhn and seconded by Stan Stoppenhagen to approve Resolution 2021-18. Motion carried.

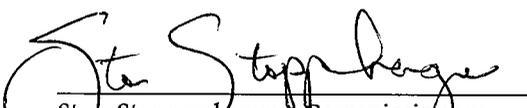
IN RE:

ADJOURNMENT

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

ATTEST:   
Tony Mellencamp, Auditor of Adams County

  
Steve Kuhn, Commissioner

  
Stan Stoppenhagen, Commissioners

  
Rex Moore, Chairman