

**WHITLEY COUNTY COMMISSIONERS**  
**September 4, 2012**

The Whitley County Commissioners met in a regular session on Tuesday, September 4, 2012 in the Commissioner's Room located on the first floor of the Whitley County Government Center. Commissioners in attendance were Chairman Don Amber, Vice Chair George Schrumpf and Tom Rethlake. Also in attendance were Auditor Jen McGuire, Pam Smith, Dan Sigler, Brianne Eichman, Katie Wagner, Michael Barton, Stanley Crum, Otto Boschet and Mark Sturtevant.

Commissioner Amber called the meeting to order.

**IN THE MATTER OF THE COUNTY ATTORNEY:** Dan Sigler, County Attorney, stated he had nothing to report at this time. He is still working on the language with Maximus with the contract for reimbursement in the Courts for Incentive for Child support cases. He will make contact with Judge Heuer and finish up the corrections for next Commissioner meeting.

**IN THE MATTER OF THE HIGHWAY UPDATES:** Michael Barton, Highway Supervisor, reported that the Highway Department has finished up sealing projects for the year and actually did six more miles on 650 E and Etna Road. Barton also commented on the completion of the Gateway Park project that the Highway worked with Redevelopment and saved on the overall cost of the updating culverts and drainage issues throughout the industrial park. The Highway will not be renting the milling machine for the Fall, and just work with the County's equipment for any road work. Paint striping on Lincoln and Old Business #30 will be completed yet this year. Barton feels the roads are in excellent shape throughout the County.

**IN THE MATTER OF LIGHTING PROJECT:** Mark Sturtevant reported to the Commissioner the Maintenance Department's finding on the quotes for the updating of the ballast and lamps at the Courthouse and Annex buildings. The two local electrical contractors Rider Electric came in at \$22,911 and Whetstone Electric came in at \$26,400 both are much lower than the Havel quote of \$37,358 for the project. Rethlake made a motion that if the Council approved the project for yet this year that they go with the quote from Rider for cost on the project and received the rebates, seconded by Schrumpf and carried with a 3/0 vote.

**IN THE MATTER OF MINUTES AND CLAIMS:** Minutes from the Commissioner's August 20, 2012 meeting were discussed, the only question is where Passages actual office is located, after discussion a motion to approve was made by Schrumpf, seconded by Rethlake and carried with a 3/0 vote. Commissioner Amber had reviewed claims for distribution as of September 4, 2012 and after discussion of the cost savings for office supplies a motion to allow claims was made by Rethlake, seconded by Schrumpf and carried with a 3/0 vote.

**IN THE MATTER OF APPOINTMENT TO SOUTH WHITLEY LIBRARY:** After receiving this request for a new appointment to the South Whitley Library, Commissioner Rethlake did reach out to contact a taxpayer if they had any input on the appointment and no response was made for his effort. After discussion, a motion to approve the recommendation to appoint Shannon Fortman to the South Whitley Library Board was made by Rethlake, seconded by Schrumpf and carried with a 3/0 vote. The term for Fortman will be a four year term ending on September 4, 2016.

**IN THE MATTER OF A PERF CORRECTION:** Auditor McGuire presented a request of funding from the Commissioner's PERF appropriation for a correction to a mistake found in payroll for a County employee on their current contribution of PERF. After discussion a motion to allow the \$814.26 for the employee was made by Schrumpf, seconded by Rethlake and carried with a 3/0 vote by the Commissioners to adjust for the correction.

**IN THE MATTER OF COUNTY COORDINATOR:** Pam Smith, County Coordinator, informed the Commissioners that Flu Shots are going to be available again in the Immunization Clinic for County employees starting in September and yes family member can participate at cost that is yet to be determined. A request from Whitley County Domestic Violence for the use of the Courthouse lawn and gazebo to be decorated with purple ribbons from September 28 through October 31, 2012 to show support against domestic violence in the County. A motion to allow the use was made by Schrumpf, seconded by Rethlake and carried with a 3/0 vote. Coordinator Smith also reported that the COLA ( Cost of Living Allocations) will be used for pay increases for the County employees in the 2013 budget that will be presented to Council for approval tomorrow. The next item addressed was the amendment to 4.17 in the Employee Handbook in regards to notification to all new hires on the amount of insurance premiums to cover the first month of employment coverage. After

discussion a motion to allow the change was made by Schrumpf, seconded by Rethlake and carried with a 3/0 vote by the Commissioners for the amendment.

**IN THE MATTER OF RECRUITMENT POLICY:** Pam Smith, County Coordinator, presented a new Recruitment Policy for the County. This will be used as a communication tool from the HR department and all job openings will be posted seven days internally and sent to all county employee emails before considering outside applications to fill the position. The other language that Commissioner Rethlake wanted cleaned up was that the applicant must be “Qualified” for the position at the time the individual applies for the job opening with that noted a motion to accept the changes to the Recruitment Policy was made by Rethlake, seconded by Schrumpf and carried with a 3/0 vote.

**IN THE MATTER OF APPOINTMENT TO THE PLAN COMMISSIONER:** At this time Commissioner Schrumpf made a motion to replace Dave Schilling, the Commissioner’s appointment to the Planning Commission effective immediately, after discussion Rethlake seconded the motion and it carried with a 3/0 vote. A new appointment will be recommended before October 1, 2012 to replace Schilling on the Commission.

**IN OTHER BUSINESS:** Commissioner Schrumpf noted that as of September there has been a decrease of over \$10,000 in office supplies compared to the year of 2011, much of the savings coming from bulk paper purchase and the use of GovPro for office supply purchases. Stanley Crum commented that a representative from Woods-Lands-Lakes will show the Commissioners how Grants help fund the organization and will be at the next meeting. Commissioner Amber would like to “Thank” the department heads for the fine job they are doing this year. Auditor McGuire passed out the notification of Tax Sales properties for the 2012 sale and told the Commissioner’s the date of sale would be October 16, 2012 at 10am in the Commissioner’s room.

A special note to all the September 17, 2012 will be held at the Whitko High School Auditorium and the second meeting in October for the Commissioner’s will be held at the Churubusco High School Auditorium and the public is still welcome to attend.

With no further business or comments from the public the meeting was adjourned.

**WHITLEY COUNTY COMMISSIONERS**

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Don Amber, Chairman

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George Schrumpf, Vice Chairman

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Tom Rethlake, Member

Attest: \_\_\_\_\_  
Jennifer McGuire  
Auditor