

The Pulaski County Council and County Commissioners met in Joint Session on October 10, 2016 at 6:00 P.M. Eastern Daylight Time in the Commissioners room in the Courthouse, said meeting was called to order. The County Council called said meeting to order: Jerry Sullivan, President, and other Council Member present were Roger Querry, Vice-President, Thomas J. Roth, Michael T. Tiede, Douglas Roth, Linda Powers and Alexsondra Haschel. The Pulaski County Commissioner called said meeting to order: Terry L. Young, President, and Bud Krohn, Jr., Kevin Tankersley, County Attorney and Shelia K. Garling, Auditor. Larry L. Brady, Vice-President was absent.

Also present were: Mary Perren, Anthony Holliday, Raymond Franko, bill Champion, JoLynn Johnston, Sheri Gaillard, Darlene Mellon, Scott Hinkle, Terry Ruff, Gary Kruger, Jerry Locke, Joe Moyer, Krysten Hinkle, Husband Hinkle, David Zeltwanger, Carroll Lange, Doug Denton, Don Link, John Plowman, Aaron Paulsen, Ryan Harrison, Anthony Pesaresi, Howard Conner and Carrie Aaron.

IN RE: CDC NEEDING A FULL TIME

Comes now, Nathan Origer, CDC Director to re-emphasize the need for a full-time Project Coordinator at the CDC. Project Torchfest would not exist, or would be behind schedule, without Krysten’s Hinkle presence. I recognize that it is easy for County Government to fall into the trap of being something of an “employment mill”, and there’s no doubt that you all face pressure both from your own consciences and externally to keep as tight of a rein on County budgets as possible. Yours is often a thankless job, no doubt. I am not pleading with you to establish the project coordinator position at a full-time level because I want to, or because I get bored (Obviously not the case) or lonely in the office when my part-time assistant is out. I’m doing it because it’s necessary.

David Zeltwanger commented on the presentation that Nathan Origer made regarding Krysten Hinkle and this last weekend on how well our county was represented at the Torch Festival.

IN RE: QUOTES FROM COUNTY HIGHWAY

Comes now, Terry Ruff, Superintendent and Gary Kruger, Assist. Superintendent. To present the quotes for the trucks: Pozzo Mack \$115,985.00; Pozzo Mack Volvo 118,183.74; MTE Sales & Rentals \$119,730.00. Motion made by Terry L. Young to approve Pozzo Mack for \$115,985.00. Seconded by Bud Krohn, Jr. Motion carried.

IN RE: AMENDMENT TO PERSONNEL POLICIES HANDBOOK

Comes now, Kevin Tankersley, County Attorney to describe how these policies are changed and amended. Motion made by Bud Krohn, Jr. Commissioner to approve amendments to personnel policies handbook, seconded by Terry L. Young. Motion carried.

Motion made by Douglas Roth to approve amendments to personnel policies handbook, seconded by Linda Powers. Motion carried.

AMENDMENT #6

**Amendment #6 to Pulaski County Personnel Policies Handbook
dated April 13, 2015 - Dual Employment within County Departments**

WHEREAS, the Board of Commissioners and County Council desire to make an amendment to the Pulaski County Personnel Policies Handbook, and;

WHEREAS, under Employment Policies, an additional paragraph should be added under Employment Termination Section 3.14, to be read as follows:

Dual Employment within the County: Any employee having dual employment within the County meaning they are employed by two separate departments within the County, if an employee is terminated/discharged from one department for any reason then they are automatically terminated/discharged from the other department position as well. The department head that terminated/discharged the employee shall immediately notify the department head of the other department which employed the employee of the termination/discharge.

NOW, THEREFORE, BE IT AMENDED by the Board of Pulaski County Commissioners and the Pulaski County Council that the above language shall be included and a part of the Pulaski County Personnel Policy Handbook. This amendment shall be posted for at least ninety days throughout the offices of the County.

Passed and adopted by the Board of Pulaski County Commissioners and Pulaski County Council this 10th day of October, 2016.

PULASKI BOARD OF COMMISSIONERS

/s/ Terry L. Young, President
Larry L. Brady, Vice-President
/s/ Bud Krohn, Jr.

ATTEST: /s/ Shelia K. Garling
Auditor, Pulaski County

PULASKI COUNTY COUNCIL

/s/ Jerry G. Sullivan, President
/s/ Roger Querry, Vice-President
/s/ Linda Powers
/s/ Thomas J. Roth
/s/ Alexsondra Haschel
/s/ Michael T. Tiede
/s/ Douglas Roth

AMENDMENT #7

**Amendment #7 to Pulaski County Personnel Policies Handbook
dated April 13, 2015 - PTO Hours**

WHEREAS, the Board of Commissioners and County Council desire to make an amendment to the Pulaski County Personnel Policies Handbook, and;

WHEREAS, under Employee Benefits, Section 4.1.1, under paragraph H, the additional language shall be added as follows:

IN RE: AMENDMENT TO PERSONNEL POLICIES HANDBOOK (cont.)

H. Employees may carry over no more than allowed as stated on the PTO schedule for their department. Any PTO hours not used in excess of the allowed carryover on December 31st each year will be forfeited with no financial compensation.

WHEREAS, under Employment Benefits, under Section 4.1.1, subsection C shall be changed as follows:

C. PTO may not be taken in advance of having been earned and the employees PTO seniority schedule for years of employment are based on continuous years of employment only, with no break in employment with the County for any reason. A change of position within a department, or from one department to another will not be considered a break in employment so long as the transition between the two is not due to a discharge from one position, and the employee begins work at the new position immediately upon leaving the old position.

NOW, THEREFORE, BE IT AMENDED by the Board of Pulaski County Commissioners and the Pulaski County Council that the above language shall be included and a part of the Pulaski County Personnel Policy Handbook. This amendment shall be posted for at least ninety days throughout the offices of the County.

Passed and adopted by the Board of Pulaski County Commissioners and Pulaski County Council this 10th day of October, 2016.

PULASKI BOARD OF COMMISSIONERS

/s/ Terry L. Young, President
Larry L. Brady, Vice-President
/s/ Bud Krohn, Jr.

ATTEST: /s/ Shelia K. Garling
Auditor, Pulaski County

PULASKI COUNTY COUNCIL

/s/ Jerry G. Sullivan, President
/s/ Roger Querry, Vice-President
/s/ Linda Powers
/s/ Thomas J. Roth
/s/ Alexsondra Haschel
/s/ Michael T. Tiede
/s/ Douglas Roth

AMENDMENT #8

**Amendment #8 to Pulaski County Personnel Policies Handbook
dated April 13, 2015 - Sheriff Department Holiday Hours**

WHEREAS, the Board of Commissioners and County Council desire to make an amendment to the Pulaski County Personnel Policies Handbook, and;

WHEREAS, under Employment Policies, an additional paragraph should be added under Employee Benefits, Section 4.2, Holidays, the last paragraph currently reads:

Sheriff Department employees shall receive 12 days of holiday pay per calendar year. Sheriff Department employee will receive one holiday each month. If the employee does not use the holiday during the month, the unused holiday hours will automatically be paid to the employee in the next pay period. Any unused holiday hours will be paid out at the end of each month and cannot be carried over. Sheriff Department employees that work on the actual holidays will not receive any additional pay for hours worked.

Shall be stricken and now read as follows:

Sheriff Department employees who work a 7(k) schedule, which is defined as three (12) hour shifts one week followed by four (12) hour shifts the next week, shall receive 12 days of holiday pay per calendar year. (This does not include dispatch, administration or the kitchen staff as addressed below.) Due to the fact that the 7(k) shift employees and dispatch cannot often take the regularly scheduled holidays that are enjoyed by the other departments of the County, the Sheriff may allow his 7(k) shift, and dispatch as set forth below, to take holidays as follows:

Six holidays must be scheduled and used before June 30th and the other six holidays must be used before December 31st of each year. If any holidays are not used within the designated six-month period, they will be automatically paid to the employee. No holiday hours are to be carried over beyond the said six-month time period and unused holiday hours will be added to the first paycheck after the six-month period in which they were earned. (This will not affect overtime hours as these are hours not actually worked.)

If an employee is discharged or resigns from their position and has taken more holidays than the number of months remaining in that six-month holiday period (any partial month worked will earn a holiday) on the date of discharge or resignation, the additional holidays taken will be deducted from their final paycheck. For example, an employee resigns on March 1st and has taken five holidays of the six holidays in their bank, the two 12 hour days totaling 24 hours of pay will be deducted from their final paycheck. Holidays shall be scheduled pursuant to the same guidelines and approval process as PTO hours. Sheriff Department employees that work on the actual holidays will not receive any additional pay for hours worked beyond their normal hourly wage.

Sheriff Dispatch and Kitchen Staff -Dispatch and the jail kitchen staff must be open on all holidays so they have the same issues as the 7(k) shift employees but they are not 7(k) shift positions and only receives 8 hours of pay per holiday as set forth in this section. They will be allowed the same number of holidays as all other regular 40-hour per week county employees for the given calendar year but may take them as set forth above for the 7(k) shift employees.

Sheriff Administrative Staff – All administrative staff that work a regular 35-hour or 40-hour week at the Sheriff's Department shall have the same number of holidays each year as all other county employees working those schedules and will take the holidays on the actual scheduled holidays set forth by the Commissioners each year.

IN RE: AMENDMENT TO PERSONNEL POLICIES HANDBOOK (cont.)

If the administrative staff is required to work on a holiday they shall receive pay at time and a half for any hour worked on the actual holiday. They will not be given extra time off to compensate for the missed holiday.

New Hires – For any new hires of 7(k) schedule employees, dispatch, or kitchen staff, the employee must be employed full time for a minimum of thirty days, before they are eligible for holidays. They shall then receive a pro-rata number of holidays for the remainder of the six-month period when their first thirty days of employment are concluded. For example, an employee hired April 15th will conclude the thirty-day period May 14th. The employee will then receive a holiday for May and June to be used before June 30th or paid out as set forth herein.

NOW, THEREFORE, BE IT AMENDED by the Board of Pulaski County Commissioners and the Pulaski County Council that the above language shall be included and a part of the Pulaski County Personnel Policy Handbook. This amendment shall be posted for at least ninety days throughout the offices of the County.

Passed and adopted by the Board of Pulaski County Commissioners and Pulaski County Council this 10th day of October, 2016.

PULASKI BOARD OF COMMISSIONERS

/s/ Terry L. Young, President
Larry L. Brady, Vice-President
/s/ Bud Krohn, Jr.

ATTEST: /s/ Shelia K. Garling
Auditor, Pulaski County

PULASKI COUNTY COUNCIL

/s/ Jerry G. Sullivan, President
/s/ Roger Querry, Vice-President
/s/ Linda Powers
/s/ Thomas J. Roth
/s/ Alexsondra Haschel
/s/ Michael T. Tiede
/s/ Douglas Roth

AMENDMENT #9

**Amendment #9 to Pulaski County Personnel Policies Handbook
dated April 13, 2015 – Emergency Closing**

WHEREAS, the Board of Commissioners and County Council desire to make an amendment to the Pulaski County Personnel Policies Handbook, and;

WHEREAS, under Salary Administration, Section 3.13 Emergency Closing, the last paragraph shall now read as follows: If operations are officially closed or delayed, an employee may use their compensatory time or PTO to cover their time off of work. If an employee does not wish to use compensatory time or PTO for their time off of work, an emergency unpaid leave may be used. Emergency unpaid leave is only allowed to be used when the Commissioners have declared a delay or closed the facilities due to weather conditions.

NOW, THEREFORE, BE IT AMENDED by the Board of Pulaski County Commissioners and the Pulaski County Council that the above language shall be included and a part of the Pulaski County Personnel Policy Handbook. This amendment shall be posted for at least ninety days throughout the offices of the County.

Passed and adopted by the Board of Pulaski County Commissioners and Pulaski County Council this 10th day of October, 2016.

PULASKI BOARD OF COMMISSIONERS

/s/ Terry L. Young, President
Larry L. Brady, Vice-President
/s/ Bud Krohn, Jr.

ATTEST: /s/ Shelia K. Garling
Auditor, Pulaski County

PULASKI COUNTY COUNCIL

/s/ Jerry G. Sullivan, President
/s/ Roger Querry, Vice-President
/s/ Linda Powers
/s/ Thomas J. Roth
/s/ Alexsondra Haschel
/s/ Michael T. Tiede
/s/ Douglas Roth

AMENDMENT #10

**Amendment #10 to Pulaski County Personnel Policies Handbook
dated April 13, 2015 – Business Travel**

WHEREAS, the Board of Commissioners and County Council desire to make an amendment to the Pulaski County Personnel Policies Handbook, and;

WHEREAS, under Section 5, Working Conditions, 5.13.2, Other Meetings/Job-Related Training, the following language should be added as a separate paragraph and now read as follows: Valet parking shall be reimbursed only when proof is provided to the Auditor of the employee’s active BMV handicapped registration.

NOW, THEREFORE, BE IT AMENDED by the Board of Pulaski County Commissioners and the Pulaski County Council that the above language shall be included and a part of the Pulaski County Personnel Policy Handbook. This amendment shall be posted for at least ninety days throughout the offices of the County.

Passed and adopted by the Board of Pulaski County Commissioners and Pulaski County Council this 10th day of October, 2016.

PULASKI BOARD OF COMMISSIONERS

/s/ Terry L. Young, President
Larry L. Brady, Vice-President

PULASKI COUNTY COUNCIL

/s/ Jerry G. Sullivan, President
/s/ Roger Querry, Vice-President

IN RE: AMENDMENT TO PERSONNEL POLICIES HANDBOOK (cont.)

/s/ Bud Krohn, Jr.

/s/ Linda Powers

/s/ Thomas J. Roth

ATTEST: /s/ Shelia K. Garling
Auditor, Pulaski County

/s/ Alexsondra Haschel

/s/ Michael T. Tiede

/s/ Douglas Roth

IN RE: SECURITY

Comes now, Sheriff Jeff Richwine to propose what he could do for the single point of entry. He could provide the full body scanners. We would use Jail Personnel to work it and give extra training and rotate people around to cover. It would take two & half people to cover it. Jay Sullivan didn't think we needed two employees at all times. Security panic buttons there aren't enough in some offices, this will be looked into further. Sheriff Richwine said to be ADA Compliance the single point of entry will need to be in the basement. Terry L. Young brought up also needing security camera's. Doug Roth brought with security camera's the question of what is public and what is not. Education programs - that helps teach how to talk with people - to de-escalate the situation and not use words that would fire someone up. Linda Powers commented having a list of priorities from the committee. Try to get something started by the first of the year.

There being no further business, the meeting was adjourned at 7:03 p.m., Eastern Daylight Time, motion made by Roger Querry, seconded by Thomas J. Roth, motion carried County Council. Motion made by Terry L. Young, seconded by Bud Krohn, Jr. Motion carried. County Commissioners. The next scheduled Commissioners meeting is November 7, 2016 in the Commissioners room at 6:00 p.m. The next scheduled Joint Session is Monday, December 12, 2016 in the Commissioners room at 6:00 p.m. The next Regular Session for the County Council is November 14, 2016 in the Commissioners room at 7:00 p.m. Eastern Time.

**Approved & signed this 14th day of November, 2016
PULASKI COUNTY COUNCIL**

**Approved & signed this 7th day of November, 2016
PULASKI COUNTY BOARD OF COMMISSIONERS**

Jerry G. Sullivan, President

Terry L. Young, President

Roger Querry, Vice-President

Larry L. Brady, Vice-President

Linda Powers

Bud Krohn, Jr.

Thomas J. Roth

ATTEST: _____
Shelia K. Garling, Auditor, Pulaski Co.

Douglas Roth

Alexsondra Haschel

Michael T. Tiede

ATTEST: _____
Shelia K. Garling, Auditor, Pulaski County