

BOARD OF COMMISSIONERS

February 17th, 2025

- I. **CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, February 17th, 2025, having adjourned from a regular meeting on Monday, February 3rd, 2025.
- II. **ROLL CALL:** Members present were Jim Meece, President; Dan Collom, first Vice President; Bruce Hartman, second Vice President; Nick Sauter, Commissioner's Attorney; Susan Kramer, Auditor; and Leanna Collisi, 2nd Deputy Auditor. Also present were Kim Shorter, Steve Collisi, Jessica Lancaster, Lindsey Bishop, Stephanie Laws, Ian Redman, Natalie Cole and Cyndi Todd.
- III. **MINUTES:** Minutes for the regular meeting held on Monday, February 3rd, 2025 were approved on a motion from Dan Collom. Bruce Hartman seconded the motion and it carried unanimously.
- IV. **PAYROLL:** County payroll in the amount of \$267,217.43 was approved for release on Monday, February 24th, 2025 on a motion made by Dan Collom. Bruce Hartman seconded the motion and it carried unanimously. Acknowledgement of receipt of Payroll Claims Accounts Payable Report for February 24th, 2025 in the amount of \$273,993.79 was approved on a motion made by Dan Collom. Bruce Hartman seconded the motion and it carried unanimously.
- V. **NEW BUSINESS:**
 - There were two out of cycle checks that needed approval. The first claim voucher was from the Parke County EMS in the amount of \$104,410.30 for the MIH Contract Services. The second claim voucher was from Scientific Refrigeration Services in the amount of \$765.00 for preventive maintenance on the Health Department's refrigerator and freezer. Dan Collom made the motion to approve the two out of cycle check requests to be paid. Bruce Hartman seconded the motion and it carried unanimously.
 - Stephanie Laws, with the Parke County Health Department, presented the Parke County Board of Commissioners with an Employee Lease Agreement between Union Hospital and the Parke County Health Department for the Parke County Health Department's full-time Registered Nurse from January 1st, 2025 through December 31st, 2025. Dan Collom made the motion to approve and sign the Employee Lease Agreement for the Parke County Health Department's full-time Registered Nurse for 2025. Bruce Hartman seconded the motion and it carried unanimously.
 - Stephanie Laws also presented the Parke County Board of Commissioners with the idea of sharing a Lead Risk Assessor with Vermillion County to help with costs. Stephanie Laws explained that Vermillion County would charge Parke County \$700.00 per dwelling or site assessment. This would be an as needed position for both counties and funded by the Health First Indiana grant. The Parke County Board of Commissioners liked the idea of sharing a Lead Risk Assessor with Vermillion County. Typically, the Health Nurse would case manage the patient that is at risk of lead and the Lead Assessor would find the source of the lead. Dan Collom made the motion that before the Parke County Board of Commissioners can approve the sharing of a Lead Risk Assessor with Vermillion County, a contract will need to be entered into between both Parke and Vermillion Counties. Approval will have to be done at another meeting. Bruce Hartman seconded the motion and it carried unanimously.
 - Stephanie Laws discussed the possibility of creating a new part-time position for the Parke County Health Department Administrator. This would be a contract 1099 position for one year. The new position would be funded by the Health First Indiana grant. The Parke County Health Department would not replace the extra clerical position that was vacated recently. The extra clerical position has had 7 different people in the past 10 years. This has been a very large

turnover for the time frame. Stephanie Laws presented a job description for the Health Department Administrator. She has been figuring out what the job is and investigating what the job needs. Hopefully, this assessment creates a good job description for the Parke County Health Department Administrator.

- Stephanie Laws reported that the Parke County Health Department will be working with VaxCare to vaccinate children in 2025.
- The Parke County Board of Commissioners reviewed the appointees for the Parke County Health Board and appointed Tiffany Martin. She is the Human Resources Director and Attorney at Valley Professionals Community Health Center. Jim Meece made the motion to approve Tiffany Martin as the Parke County Board of Commissioners appointee to the Parke County Health Board. Bruce Hartman seconded the motion and it carried unanimously. The Parke County Council approved the appointment of Veronica Hill as their Parke County Health Board appointee.
- Stephanie Laws stated that the Parke County Health Department is in need of a new vehicle. She has been communicating with Mike Alsop to purchase a 2024 Trailblazer with Health First Indiana Funds. There is a van in the possession of an employee, however, the van does not run. The van will need to be declaimed and in order to do this the title and VIN will have to be located. Susan Kramer, Parke County Auditor, will look for the title and Stephanie Laws will provide the VIN to her to confirm Parke County Board of Commissioners' ownership. Dan Collom made the motion to approve the purchase of the 2024 Trailblazer for the Parke County Health Department from Mike Alsop in the amount of \$26,460.00 and will need to be added to the Parke County's Insurance. Bruce Hartman seconded the motion and it carried unanimously. The decommissioning of the Parke County Health Department's non-running van will need to be approved at another meeting with all the information necessary.
- Stephany Dowd was unable to attend the Parke County Board of Commissioners' meeting, however, Ian Redman from the Rockville Police Department attended in her place to explain the grant approval request for the purchase of a drug incinerator in the amount of \$6,010.00 for the Rockville Police Department. This drug incinerator will be used to burn narcotics that has been confiscated. The drug incinerator would be the second here in Parke County. The Parke Sheriff's Department owns the other drug incinerator. It would be nice to have two in the county just in case one was to not be working from some reason there would be a backup drug incinerator. The Rockville Police Department would store the drug incinerator in the utility office behind the police station. Jim Meece made the motion to approve the LCC grant request to purchase a drug incinerator for the Rockville Police Department. Dan Collom seconded the motion and it carried unanimously.
- Stephany Dowd had another grant request for the Parke County Board of Commissioners to review and approve. Susan Kramer further explained, in Stephany Dowd's absence, that the second grant request approval was for \$8,000.00 for the Parke County Sheriff Department's National Night Out program. Bruce Hartman made the motion to approve the LCC's grant request for \$8,000.00 for the Parke County Sheriff Department's National Night Out program. Dan Collom seconded the motion and it carried unanimously.
- Susan Kramer presented the Parke County Board of Commissioners with the Inmate Healthcare Services Agreement from Southern Health Partners. There is a four percent increase from last year. The current cost per month is \$12,388.00 and will increase to \$12,883.52. Jim Meece made the motion to renew the Inmate Health Care Services Agreement with Southern Health Partners. Dan Collom seconded the motion and it carried unanimously.
- The Montezuma Public Library Appointment Certificate was signed. The appointee has been voted on at a previous Parke County Board of Commissioners' Meeting.
- The trash service agreement through Republic Services was signed by Jim Meece.
- Jim Meece announced that Parke County is in search of a trustee for Wabash Township and asked if Jessica Lancaster could put it in the local paper.

- Matt Smith with Faith Bridge Assembly of God on U.S. Highway 36 was in need of an AED for their church and was asking if the Parke County Commissioners could help. It was suggested that the church check in with the Parke County Community Foundation or Cintas to see if any of these organizations could help.
- Jim Meece stated that the Partnership Parke County sent a thank you note for the \$60,000.00 that the Parke County Board of Commissioners had approved and sent to PPC.

VI. OLD BUSINESS:

- None

VII. DEPARTMENTAL REPORTS:

Jason Frazier, Parke County Sheriff:

- The 2024 Parke County Sheriff Department's Annual Jail Report was reviewed by the Parke County Board of Commissioners.

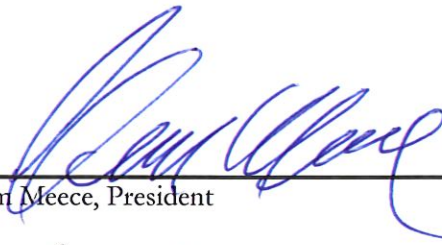
Julie Lanzone, Parke County EMS:

- The EMS Parke and Vermillion Monthly Report was reviewed by the Parke County Board of Commissioners.


VIII. PUBLIC COMMENTS:

- Dan Collom stated that an agreement has been reached in the Bridgeton alley and road closers. This agreement is with the Dickey family, Matt Collom and Chester Crague. It was agreed that Parke County will close the alley between the Dickey Family's and Chester Crague's properties from School Road to Webster Street. Each of them will gain ownership of the property between their existing properties. Parke County will close School Road from Hoosier Street to Bridgeton Road that borders Matt Collom's property. He will gain ownership of that section of School Road. Matt Collom's fence will not be moved. Dan Collom made the motion to approve the Bridgeton alley and road closures and the distribution of property ownership for the Dickey family, Matt Collom and Chester Crague. Bruce seconded the motion and it carried unanimously.

ADJOURNMENT: Having no further business to come before the Board, a motion to adjourn was made by Jim Meece and seconded by Dan Collom. The meeting adjourned at 4:35 p.m.



Jim Meece, President



Dan R. Collom, 1st Vice President



Bruce A. Hartman, 2nd Vice President

ATTEST:

Susan Kramer, Auditor