

**WARREN COUNTY COMMISSIONERS MEETING**  
**TUESDAY FEBRUARY 23, 2021**

The Warren County Commissioners met for their Second meeting of the month of February 2021.

Commissioners present for the meeting: Clay Andrews, Adam Hanthorne, Craig Greenwood.

Also, In Attendance:

Public: Bo Clark, ECO Shred.

Department Head/Elected Official – Robin Weston-Hubner, Auditor; Jud Barce, County Attorney; Ingrid Barce, County Attorney; Jenny Hobough, Highway Office Manager; Matt Herndon, Highway Supervisor; Rusty Hart, Sheriff; Ethan Foxworthy, Council; Phil Astell, EMA Director; Sharon Hutchison, Council; John Kuiper, Zoning Director;

1. The meeting was called to order by Clay Andrews.
2. Clay Andrews, Commissioner President led the Pledge of Allegiance.
3. New Business:
  - a. Items requested to add February 19, 2021 minutes to agenda for approval, We Care Health Clinic, Ordinance Declaring Certain Personal Property to be Surplus Property and Authorizing Its Transfer, County Longevity, Matt Herndon Document. Craig Greenwood made a motion to approve the amended agenda with a second from Adam Hanthorne, all voted in favor.
  - b. Craig Greenwood made a motion to approve the February 1, 2021; February 5, 2021; February 19, 2021 Commissioner Meeting minutes with a second from Adam Hanthorne, all voted in favor.
  - c. Pre-approved by email February 1, 2021 through February 16, 2021 Accounts Payable Claim Dockets, all voted in favor. The claim dockets were signed by all.
  - d. Pre-approved by email February 5, 2021 payroll, all voted in favor. The claim dockets were signed by all.
  - e. Highway – Herndon discussed the bond from JCWF concerning the roads for \$2.5 million and funds for patchwork included in the Road Use Agreement that are being sent by JCWF. Roads continue to improve after large snow.
  - f. Highway Truck Quotes – Greenwood presented quotes for a new Ford F250 to replace the Assistant Supervisor truck. Quote is \$32,923 for a 2021 extended cab with a 3-year warranty. Adam Hanthorne made a motion to approve the purchase using Fund 4901 Sale of County Owned Property from Heartland Ford of \$32,923 with a second from Craig Greenwood, all voted in favor.
  - g. ECO Shred, Bo Clark – Clark explained his business concerning document shredding scheduled and purging. Local Lafayette company, shred onsite, certified and then recycled. Clark offered bins in different locations around the county. Table until next meeting.
  - h. Human Resource Position – Clay Andrews explained the position. Craig Greenwood made a motion to hire Jill Wilson as Human Resource position with a second from Clay Andrews, all voted in favor.
  - i. We Care Clinic – Clay Andrews explained the We Care Clinic and County would sign through 2021. Clay Andrews made a motion to join We Care with a second from Adam Hanthorne, all voted in favor. Discussed a start date of April 1<sup>st</sup>. Ethan Foxworthy and Weston-Hubner will discuss DOT certification for employees not on the health insurance plan.
  - j. Ordinance Declaring Certain Personal Property to be Surplus Property and Authorizing Its Transfer – Weston-Hubner explained Monie Cronk, Recorder would like to donate old desks to a nonprofit in the County. Adam Hanthorne made a motion to approve Ordinance #2021-0223 with a second from Clay Andrews, all voted in favor.
  - k. Longevity – Jill Wilson, Director of Human Resource, discussed the employee manual currently does not detail the start date for an employee concerning longevity. Adam Hanthorne made a motion for employees to be credited a full calendar of service for those with a start date in January with a second from Craig Greenwood, all voted in favor.
  - l. Matt Herndon Document – Clay Andrews explained the written warning. Herndon discussed with the Commissioners. Clay Andrews made a motion to accept the letter as written with a second from Adam Hanthorne, all voted in favor.
4. Old Business:
  - a. Benton/Warren Mutual Aid Agreement – Adam Hanthorne is meeting with Benton County and will report on at the next meeting. Discussed with Sheriff, ideas that need to be worked out. Hart inquired if Benton County is requesting compensation. Hanthorne explained only compensation if expanded responsibility in response area.
  - b. County Code/Zoning Code/Employee Handbook – Table until end of March and organize a Joint Meeting to discuss County Code.
  - c. Smith Scholarship – Adam Hanthorne - Zenor; Clay Andrews - Logan McFatrige; Craig Greenwood - Karis Sosnowski with Alternate being Elijah Green.
  - d. Remodeling of Legion and Litzenberger Office – The Commissioner discussed the work progress.
5. Elected Official/Department Head comments:
  - a. Phil Astell, EMA Director – Presented travel advisory for the Commissioner signature due to the winter storm last week. Health Dept might need a space between the beginning of fair and school out. Craig Greenwood will discuss with county resident concerning space to use.
  - b. Clay Andrews – Explained HB 1381 and the resolution that was signed.
6. Public Comment:

Next Commissioner meeting March 1, 2021 @ 8:30 a.m.

There being no further business Adam Hanthorne made a motion to adjourn with a second from Clay Andrews, all voted in favor.

ATTEST: Robin Weston-Hubner  
Robin Weston-Hubner, Auditor

Clay Andrews  
Clay Andrews

Adam Hanthorne  
Adam Hanthorne

David Craig Greenwood  
David Craig Greenwood