

**COUNCIL MEETING  
REGULAR SESSION  
APRIL 15, 2025  
6:30 PM**

ATTENDANCE:

COUNCIL:	Stephanie Campbell, President Jay Alcorn, Vice President Wayne Huffman Kerry Williams Amanda Brown Danny Wallace
COMMISSIONER:	Rick Woodall, President Tom Helmer, Vice President Andy Beck
ATTORNEY:	Trudy Selvia
AUDITOR'S OFFICE	Kristina Berish
AUDIENCE:	21 Individuals

The Putnam County Board of Council met on April 15, 2025, at 6:30 pm. The meeting was held at the Putnam County Courthouse. Stephanie Campbell opened the meeting and the pledge to the flag was given.

Campbell asked for a motion to add Adult Probation and the Health department to the agenda. Alcorn made the motion. Brown seconded. Motion carried.

**HEALTH DEPARTMENT – NEW BUILDING**

Administrator Joni Young came to the meeting to discuss purchasing a building beside the Putnam County Hospital that was the office for Dr. Macy. She had gone to the last Commissioners meeting, and they had given her permission to move forward with appraisals and a building inspection. This is due to the hospital letting them know they were reconfiguring the office space in the building and need them to move out.

Young apologized for not having a lot of information, but she had just found all of this out very recently and is now under a tight deadline. Trudy Selvia said she would draw up a resolution like they did last time and have it ready for their May meeting. Huffman made the motion to approve. Alcorn seconded. Motion carried.

**ADULT PROBATION – PAY INCREASE REQUEST (GRANT)**

Chief Probation Officer Teresa Parrish said they had submitted their pretrial grant to pay the full amount of the manager and secretary positions this year. The grant had been approved. However, they are now being told it is not allowable. The grant is not to pay a salary but to only be a supplement to a salary.

Parrish informed the Council they had reworked the expenditure line items for the grant and moved a portion of the two salaries to their PUF fund. Some of the staff have been doing extra duties and accruing compensatory time. The new allocation would be in addition to the salary they receive for responsibilities they do as the probation department. The additional salary would be for the pretrial services they carry out.

Campbell asked if this should be a line item for overtime then since the individuals had been receiving compensatory time. This would make more sense than a set dollar amount. Parrish

was not sure the grant could be used to pay out overtime, this is something they would need to ask. Wallace made the motion to table. Brown seconded. Motion carried.

### **SUPERIOR COURT ADDITIONAL**

Auditor Kristina Berish presented:

\$1,500 County General fund 1000/Superior Court

Reimbursement for paying expenses for a two-day jury trial.

Alcorn made the motion to approve. Wallace seconded. Motion carried.

### **EDIT WARCHEST ADDITIONALS**

Berish presented:

\$2,500 EDIT Warchest fund 4944

Town of Roachdale to help pay for a police K9 – Teeko.

Alcorn made the motion to approve. Wallace seconded. Motion carried.

\$3,000

Purchase a mower for the cemetery board.

Brown made the motion to approve. Williams seconded. Motion carried.

### **REDEVELOPMENT COMMISSION BOARD APPOINTMENT**

The Council has two appointments to make to the board. Campbell asked if she could be one of the appointments, her and Commissioner Woodall had started it and would like to continue to be involved. Wallace made the motion to approve Campbell. Williams seconded. Motion carried.

Campbell said there were a few names that had been suggested. Entertained a motion for the second appointment. Wallace made the motion to appoint Mark Baldwin. Alcorn seconded. Motion carried.

### **SUBCOMMITTEE – JOB DESCRIPTIONS/SALARIES**

The Council decided to create a subcommittee that had been discussed at the March meeting. This committee would annually review the job descriptions/salaries and give recommendation to the Council for budget workshop. They would also review requests from departments for changes in description or salary.

The committee will be formed of two Council members (appointed annually), one Commissioner (appointed annually), the Auditor, and the Human Resources Specialist. Amanda Brown & Danny Wallace volunteered to serve.

### **MINUTES**

March 18, 2025 – Huffman made the motion to approve. Williams seconded. Motion carried.

### **SALARY REQUESTED CHANGES**

E911: Campbell said the Commissioners have requested the E911 Director salary to be reduced to \$71,000 once the new individual took the position when Dave Costin retired. Woodall said the salary reduction is due to changes in the job description.

It also was discussed how the reduction would throw off the salary of the Deputy Director, which should be 85% of the Director's salary. But as they have done in the past, the Council would not reduce the salary that had already been given.

Alcorn made the motion to approve the E911 Director salary at \$71,000 and the Deputy Director salary would hold at the current salary until it was not greater than 85% of the Director's. Huffman seconded. Motion carried.

*Prosecutor:* request tabled from the March meeting. The Manager will be retiring on April 25<sup>th</sup>. The current Legal Secretary is being promoted to Manager. The Prosecutor held interviews and hired someone for the Legal Secretary position. The two individuals are currently being trained before the individuals change positions.

Since these two positions were being paid more than the wage structure due to not reducing their salary when they were more than what WIS study presented, the new employee going into the position would make the correct salary. Brown made the motion to table and the request goes before the subcommittee to review and give the Council a recommendation. Williams seconded. Motion carried.

*Highway:* Commissioner Woodall had submitted paperwork prior to the meeting regarding the Commissioners restructure of the department and the requested salaries for the positions:

Director	\$74,063 (no change from what individual made already)
Asst. Director	\$69,000
Foreman	\$57,886 (no change from what the individual before him had made)
Manager	\$55,000

He also explained to the Council the two office positions would no longer be appointed by the Commissioners. All positions at the department reported to the Director.

Woodall passed out paperwork at the meeting, it had changed from the original request.

Director	\$74,063 (same)
Asst. Director	\$69,000 (same)
Foreman	\$61,000 (increased)
Manager	\$55,000 (same)

Woodall requested the assistant to be the wage structure 85% of the Director's salary which would be \$62,954 but to also receive a \$6,000 stipend each year. The stipend would be given to have an ERC certification and to do the responsibilities in the job description of the process involved in applying and overseeing grants. Alcorn made the motion to approve \$62,954 with a \$6,000 ERC stipend. Wallace seconded. Motion carried.

Wallace made the motion to approve \$55,000 for the Manager position. Huffman seconded. Motion carried.

Brown made the motion to approve \$61,000 for the Foreman position. Huffman seconded. Motion carried.

Woodall said the Commissioners want to give a \$12,000 bonus to the Asst. Director for completing the application for the community crossings grant. The engineer had quit last December, and he had overseen it the past two years, and the Commissioners forgot about it.

Brown asked where the figure of \$12,000 came from. Woodall stated in the past two years an engineering firm has done it, and we paid them \$20,000, so they just chose the \$12,000 from that.

Wallace felt this was not something the Council should start, if we approve a bonus for this individual we would be opening a can of worms. Beck said if this person had not applied for the grant, the county could have potentially been out the 1M to go towards road projects. Wallace replied, and the employee should be told thank you. But this individual is not the only county employee who has done something outside of their job description or gone the extra mile. The county has not given a bonus to any of them. If we give a bonus to this person, then we are opening the door for a lot more requests.

Berish asked for clarification, the reasoning for the stipend was to be ERC certified and to apply for grants. Which is why they are asking for the \$12,000 bonus. To compensate the employee for doing the application process for 2025. So, in essence pay for it twice this year?

Further discussion, Alcorn made the motion to approve a bonus of \$12,000. He wanted to note that it was felt this was a unique situation since there was not someone on the highway staff in January who had the responsibility to complete the application for the community crossings grant. Huffman seconded.

Campbell called for a vote: In favor – Alcorn, Huffman, and Williams. Against – Wallace and Brown. Brown said she agreed that it would set a precedent, and the Council would have more requests for bonuses. There are other county employees that also go above and beyond.

Trudy Selvia said in this type of motion, the majority of the board needs to approve the motion, not the majority of the members present at tonight's meeting. Need four members to vote in favor of it. Campbell abstained from voting due to conflicts of interest. Motion did not carry.

### **BRIDGES**

Woodall said the Commissioners had four bridges they want to get fixed at a cost of 1.64M. They had set aside \$500,000 this year from the EDIT (economic development income tax). Woodall had talked previously about interest that is receipted into the county general fund. He thought originally after talking with the Treasurer the county received 1M each year.

Since then, he found out from the Auditor that this is not the case. In 2024 the county did receive 1M in interest but that is only due to the previous Treasurer cashing in an investment that she had made eight years ago. The funds had been invested for eight years and the interest from it was \$610,000.

Campbell said they would need to do further research to see how that would impact the county general fund since the interest is factored into the revenue when they review and approve the budget each year. Huffman made the motion to table. Brown seconded. Motion carried.

### **ANNEX**

Selvia said she would be in contact with Ice Miller regarding the proposed timeline they had submitted. Woodall said Envoy was reviewing everything and would have suggestions as to where we can make reductions to be in the county's budget for the new annex.

### **BOARD REPORTS**

The members gave reports for the boards they sit on.

### **MAIL**

The board acknowledged their mail.

**ADJOURN**

Wallace made the motion to adjourn. Huffman seconded. Motion carried.

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**Stephanie Campbell**

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**Jay Alcorn, Vice President**

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**Amanda Brown**

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**Kerry Williams**

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**Danny Wallace**

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**Attest: Auditor's Office  
Kristina Berish**