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BOARD MINUTES FOR 06/24/94

JUNE 24, 1994

PURSUANT TO A RECESS FROM THE JUNE 16, 1994 MEETING, THE BOARD OF COUNTY COMMISSIONERS, IN AND FOR WASHINGTON COUNTY, MET ON THE ABOVE DATE AT 9:00 A. M. AT THE WASHINGTON COUNTY ADMINISTRATIVE BUILDING, 711 THIRD STREET, CHIPLEY, FLORIDA WITH COMMISSIONERS CORBIN, TAYLOR, CARTER, MORRIS AND BROCK PRESENT. CLERK EARNESTINE MILLER, DEPUTY CLERK DIANNE CARTER AND ADMINISTRATOR HAGAN WAS ALSO IN ATTENDANCE. CHAIRMAN MORRIS CALLED THE MEETING TO ORDER.

CHAIRMAN MORRIS GAVE AN UPDATE ON THE GARBAGE CONTRACT. HE STATED THEY WERE IN THE PROCESS OF GETTING A CONTRACT WITHIN THE NEXT TWO WEEKS AND HE WOULD PRESENT IT TO THE BOARD AT THAT TIME.

COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER CARTER AND CARRIED TO AUTHORIZE THE CHAIRMAN AND CLERK TO SIGN THE REA LOAN DOCUMENTS FOR THE PRISON SITE.

COMMISSIONER CARTER OFFERED A MOTION, SECONDED BY COMMISSIONER CORBIN AND CARRIED TO AUTHORIZE ADMINISTRATOR HAGAN TO GET PRICES ON HAVING A SURVEY DONE ON THE BOUNDARY LINES OF THE CHIPLEY AND MUDHILL LANDFILLS.

COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER BROCK AND CARRIED TO REAPPOINT WAYNE SAUNDERS TO THE FLORIDA PANHANDLE PRIVATE INDUSTRY COUNCIL.

COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER TAYLOR AND CARRIED TO APPROVE OF A FINAL AMENDMENT TO REPLACEMENT HOUSING UNDER THE CDBG GRANT.

THE AMENDMENT REDUCES THE NUMBER OF REPLACEMENTS FROM FIVE TO TWO AND INCLUDES THE TWO HANDICAPPED FAMILIES AS LOW INCOME RATHER THAN VERY LOW AS A PRECAUTION AGAINST HAVING TO DO ANOTHER AMENDMENT.

COMMISSIONER BROCK OFFERED A MOTION, SECONDED BY COMMISSIONER CORBIN AND CARRIED TO AUTHORIZE CHAIRMAN MORRIS TO SIGN THE RESOLUTION STATING THE COUNTY'S SUPPORT OF RED CROSS AND THE RESOLUTION ASKING FOR ASSISTANCE FROM THE DEPARTMENT OF TRANSPORTATION ON HIGHWAY 273 AND 280.

ADMINISTRATOR HAGAN GAVE AN UPDATE ON THE PROBATION AND PAROLE BUILDING LOAN. HE STATED FIRST UNION BANK AND THE FLORIDA LOCAL GOVERNMENT FINANCING AUTHORITY OFFERED THE SAME INTEREST RATES FOR A LOAN TO CONSTRUCT THE BUILDING WITH A SEVEN YEAR PAYOFF AND A TEN YEAR PAYOFF. HE SAID THE PAYMENT ON THE LOAN WOULD BE IN EXCESS OF \$700.00 PER MONTH OF WHAT THE BOARD WOULD RECEIVE IN RENT FROM PROBATION AND PAROLE. COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER CARTER AND CARRIED TO GET BACK WITH THE ARCHITECT ON THIS ISSUE AND TABLE ACTION ON THE LOAN FOR THE PROBATION AND PAROLE BUILDING.

ADMINISTRATOR HAGAN ADVISED THE BOARD OF A LETTER FROM THE DEPARTMENT OF ENVIRONMENTAL PROTECTION AGENCY TELLING OF THE FUNDING FOR A YOUTH CONSERVATION CORPS FACILITY FOR WASHINGTON COUNTY. THE DEPARTMENT OF ENVIRONMENTAL PROTECTION AGENCY WAS REQUESTING A DEED, BOUNDARY SURVEY, TITLE INSURANCE AND AN ENVIRONMENTAL ASSESSMENT OF THE PROPERTY WHERE THE YOUTH CAMP WILL BE LOCATED. ADMINISTRATOR HAGAN SAID THE LEGISLATION DID NOT MAKE ARRANGEMENTS FOR THE COST OF THESE ITEMS. THE BOARD AGREED FOR ADMINISTRATOR HAGAN TO GET THE COST OF PROVIDING THESE ITEMS TO THE STATE DEPARTMENT OF ENVIRONMENTAL PROTECTION AGENCY. THEY ALSO APPOINTED COMMISSIONER BROCK TO WORK WITH ADMINISTRATOR HAGAN ON GETTING THE STATE DEPARTMENT OF ENVIRONMENTAL PROTECTION AGENCY AND THE STATE DEPARTMENT OF NATURAL RESOURCES TO PAY FOR THE COST AND REPORT BACK TO THE BOARD ON THEIR FINDINGS.

ADMINISTRATOR HAGAN ADVISED THE BOARD OF A LETTER FROM JAMES BOSWELL, FIRE CHIEF FOR THE VERNON VOLUNTEER FIRE DEPARTMENT, REQUESTING ASSISTANCE IN REPAIRING ONE OF THEIR FIRE TRUCKS. THE LETTER STATED THE COSTS WOULD BE UNDER \$2,000.00. ADMINISTRATOR HAGAN SAID HE HAD SPOKEN WITH LEON SEXTON, EMERGENCY MANAGEMENT DIRECTOR OF WASHINGTON COUNTY, AND HE SAID THE ENHANCEMENT GRANT FUNDS MIGHT BE USED FOR THIS PURPOSE.

DEPUTY CLERK CARTER ADVISED THE BOARD THE CITY OF EBRO HAD HAD BEEN NOTIFIED THEIR INSURANCE WOULD BE CANCELLED ON THE VEHICLES THEY HAVE TITLE TO BECAUSE THEY FAILED TO SUBMIT A SIMPLE LEASE AGREEMENT TO THE BOARD ON THESE VEHICLES IN ORDER FOR THEM TO BE COVERED UNDER THE COUNTY POLICY. DEPUTY CLERK CARTER WAS ASKING THE BOARD FOR AUTHORIZATION TO CANCEL THE INSURANCE ON THESE VEHICLES. DISCUSSION WAS HELD AND IT WAS REFERENCED THE TRUCKS MAY NOT BE IN OPERATION. COMMISSIONER CORBIN

OFFERED A MOTION, SECONDED BY COMMISSIONER CARTER AND CARRIED TO GIVE THE TOWN OF EBRO NOTIFICATION THEIR INSURANCE ON THE VEHICLES THEY OWN WOULD BE DROPPED AFTER THIRTY DAYS UNLESS THEY GET THEM IN OPERATION AND PROVIDE A SIMPLE LEASE AGREEMENT TO THE BOARD.

COMMISSIONER BROCK OFFERED A MOTION, SECONDED BY COMMISSIONER CORBIN AND CARRIED TO TABLE ACTION ON VERNON'S FIRE DEPARTMENT REQUEST FOR ASSISTANCE TO REPAIR A FIRE TRUCK UNTIL COMMISSIONER BROCK CAN CHECK INTO THE REPAIRS NEEDED.

COMMISSIONER CARTER ADDRESSED IMPLEMENTING A DRAINAGE PERMIT REQUIREMENT IN ORDER FOR PERSONS TO HAVE TO APPLY FOR A PERMIT WHERE THEY ARE CUTTING INTO THE COUNTY ROADS OR TYING INTO ANY DRAINAGE THE COUNTY MAY HAVE. COMMISSIONER CARTER OFFERED A MOTION, SECONDED BY COMMISSIONER TAYLOR AND CARRIED TO IMPLEMENT A DRAINAGE PERMIT REQUIREMENT TO TIE INTO THE COUNTY STORM WATER DRAINAGE WITH APPLICANTS BEING RESPONSIBLE FOR PROVIDING AN ENGINEERING PLAN.

FRANK CORSO ADDRESSED THE BOARD ASKING IF THEY WERE GOING TO RECIPROCATATE TO THE LANDOWNER WHERE THE COUNTY WATER WASHES THE LANDOWNERS PROPERTY AWAY. COMMISSIONER CORBIN SAYS THE STORM WATER HAS TO BE TAKEN TO A NATURAL DRAIN. CORSO ADDED THE NATURAL DRAINS ARE NOT BEING TAKEN CARE OF AND THE LANDOWNERS PROPERTY IS BEING WASHED AWAY. COMMISSIONER CARTER SAYS THE BOARD IS GOING TO HAVE TO TAKE CARE OF THIS KIND OF THING.

KENNETH HOOD, CHAIRMAN OF THE JAIL COMMITTEE, ADDRESSED THE BOARD AND REQUESTED THE FIFTH PERSON TO THE JAIL COMMITTEE BE APPOINTED. HE WAS REQUESTING A DECISION FROM THE BOARD OF COMMISSIONERS ON WHAT THEY ARE GOING TO DO ON THE LIFE THREATENING VIOLATIONS NOTED ON THE FIRE INSPECTION REPORT DONE ON THE JAIL. HE STATED HE UNDERSTOOD THE CORRECTIVE PLAN OF ACTION SUBMITTED BY THE COUNTY ON THE JAIL WAS DENIED. ADMINISTRATOR HAGAN ADVISED THE BOARD THE CORRECTIVE PLAN OF ACTION SUBMITTED WAS NOT DENIED BUT THE BOARD WAS ASKED TO RESUBMIT THE PLAN OF ACTION AND PROVIDE MORE DETAILED INFORMATION. MR. JOHN FOSTER AND MR. KENNETH HOOD, REPRESENTATIVES OF THE JAIL COMMITTEE, OFFERED TO WORK WITH THE BOARD ON THE RESUBMITTAL OF A RESPONSE ON THE CORRECTIVE PLAN OF ACTION. ADMINISTRATOR HAGAN SUGGESTED THE BOARD WAIT UNTIL THEY GET A LETTER BACK FROM THE FIRE MARSHALL'S OFFICE STATING EXACTLY WHAT THEY ARE ASKING FOR. SHERIFF HASTY ADVISED THE BOARD THE DEPARTMENT OF CORRECTIONS WOULD BE COMING ON JUNE 28TH AT 9:00 A. M. TO LOOK INTO THE LIFE THREATENING VIOLATIONS AT THE JAIL. CHAIRMAN MORRIS APPOINTED COMMISSIONER CARTER AND TOBE RUSS TO BE PRESENT WHEN THE DEPARTMENT OF CORRECTIONS DOES THE INSPECTION.

COMMISSIONER CARTER OFFERED A MOTION, SECONDED BY COMMISSIONER CORBIN AND CARRIED TO ACCEPT CHAIRMAN MORRIS'S APPOINTMENT OF JACK PALMER TO THE JAIL COMMITTEE.

CLERK MILLER BRIEFED THE BOARD ON THEIR FINANCIAL STATUS, ADVISING THEM OF THE SHORTFALL OF REVENUE FROM THE ONE CENT SALES TAX, SURPLUS LAND SALES AND AD VALOREM TAXES. SHE ADVISED THEM OF THE ESTIMATED REVENUES TO BE COMING IN FOR THE REMAINDER OF THE YEAR, THE ESTIMATED OBLIGATED EXPENDITURES AND THE AMOUNT WHICH WOULD BE LEFT FOR ALL OTHER EXPENDITURES, TELLING THEM TO CUT BACK ON EXPENSES. COMMISSIONER CORBIN SAID IT HAD ALWAYS BEEN WHEN THERE WAS A SHORTFALL OF MONIES, ROAD AND BRIDGE WAS WHERE THE CUTS WERE MADE AND HE DIDN'T FEEL THIS WAS RIGHT. COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER BROCK AND CARRIED TO AUTHORIZE ADMINISTRATOR HAGAN TO WRITE A LETTER TO THE CONSTITUTIONAL OFFICERS NOTIFYING THEM THE COUNTY IS EXPECTING A \$250,000.00 SHORTFALL AND THEY SHOULD GOVERN THEMSELVES ACCORDINGLY.

DISCUSSION WAS HELD ON THE COMPUTER PROBLEMS THE TAX COLLECTOR, MARY HODGES, HAD BEEN EXPERIENCING. WHEN MS. HODGES GAVE THE CLERK THE ESTIMATED AD VALOREM TAXES THE COUNTY COULD EXPECT FOR THE REMAINDER OF THE YEAR, SHE STATED SHE DIDN'T KNOW WHEN THEY WOULD BE GETTING THESE MONIES. SHE WOULD HAVE TO GET A CORRECT COMPUTER PRINTOUT ON THE TAX CERTIFICATES THAT HAD SOLD IN ORDER TO MAIL OUT THE INFORMATION TO THE CERTIFICATE HOLDERS AND COLLECT THE MONEY. KATHY MARSH, COMPUTER OPERATOR, ADVISED THE BOARD ONE OF THE REASONS THEY ARE BEHIND AND THE COMPUTER IS BEING BLAMED IS THEY DON'T HAVE ENOUGH STAFF TO PUNCH IN MS. HODGES WORK MANUALLY. SHE SAID THERE IS NO CONTRACT BETWEEN THE COUNTY AND MS. HODGES ON COMPUTER SERVICES. COMMISSIONER CARTER VOICED HIS CONCERN THAT THE COUNTY HAS GOT A BIG COMPUTER SYSTEM AND THERE IS NO MORE INFORMATION ON THE SYSTEM THAN THERE IS. CHAIRMAN MORRIS ADVISED ADMINISTRATOR HAGAN TO CONTACT NIXDORF AND ASK THEM TO GIVE THE BOARD A TIME SCHEDULE WHEN THEY EXPECT TO HAVE THE COMPUTER PROGRAMMING PROBLEMS COMPLETED.

CHAIRMAN MORRIS CALLED FOR A TEN MINUTE RECESS.

PURSUANT TO A RECESS, THE BOARD ADDRESSED THE COUNTY PERSONNEL POLICY.

COMMISSIONER BROCK HAD REQUESTED THE MEETING BE HELD IN ORDER FOR THE BOARD TO GO OVER THE POLICY WITH THE EMPLOYEES, WITH THE EMPLOYEES HAVING INPUT INTO THE POLICY, ETC. THE EMPLOYEES WERE TOLD TO ADDRESS THE BOARD WITH ANY QUESTIONS OR CONCERNS THEY MAY HAVE.

THE FIRST ISSUE ADDRESSED WAS THE SIX MONTH PROBATIONARY PERIOD. CHAIRMAN MORRIS FELT AN EMPLOYEE'S PROBATION TIME, WHICH IS NOW SIX MONTHS, SHOULD BE ALLOWED TO BE LESSENER AT THE DISCRETION OF THEIR SUPERVISOR. COMMISSIONER BROCK WANTED THE PROBATION TIME LESSENER TO THREE MONTHS. COMMISSIONER TAYLOR SAID THE SUPERVISORS AT ROAD AND BRIDGE SHOULD TAKE THEIR RECOMMENDATION TO THE PUBLIC WORKS DIRECTOR AND HAVE HIM BRING IT BEFORE THE BOARD. GARY HEWETT, AN EMPLOYEE AT ROAD AND BRIDGE, SAID HE FELT THE PROBATIONARY PERIOD COULD REMAIN AT SIX MONTHS, BUT LET THE EMPLOYEE'S PAY CHANGE AFTER 90 DAYS. COMMISSIONER BROCK OFFERED A MOTION, SECONDED BY COMMISSIONER CORBIN AND CARRIED FOR THE PERSONNEL POLICY TO STATE AN EMPLOYEE HIRED WITH THE COUNTY THAT MEETS SUFFICIENT OPERATION, AT THE DISCRETION OF THEIR SUPERVISOR, MAY HAVE THEIR PROBATION PERIOD LESSENER WITH THE SUPERVISOR BRINGING IT BEFORE THE BOARD FOR APPROVAL. ADMINISTRATOR HAGAN TOLD THE BOARD THE CHANGES THEY WERE REQUESTING WOULD NEED TO BE PUT IN THE PERSONNEL POLICY AND BROUGHT BACK TO THE BOARD FOR APPROVAL AT THEIR NEXT MEETING.

CHAIRMAN MORRIS READ EACH ITEM OF THE PERSONNEL POLICY.

UNDER ORIENTATION, THE BOARD AGREED TO CHANGE IT TO READ THIS POLICY IS FOR ALL EMPLOYEES.

UNDER SALARIES, COMMISSIONER TAYLOR STATED HE WOULD LIKE FOR THE BOARD TO CONSIDER AN APPRECIABLE SALARY INCREASE BEGINNING WITH AN EMPLOYEES 25TH YEAR; THIS BEING DUE TO AN EMPLOYEE'S RETIREMENT BEING BASED ON THEIR AVERAGE SALARY FOR THE LAST FIVE YEARS OF EMPLOYMENT. THERE WAS NO CHANGE MADE TO THE WORDING OF THE POLICY UNDER SALARIES.

UNDER SENIORITY, THERE WAS NO CHANGE TO THE WORDING OF THE POLICY.

UNDER EVALUATION, THE WORDING NEEDED TO BE CHANGED TO: YOUR DEPARTMENT HEAD WILL EVALUATE YOU AT THE END OF SIX (6) MONTHS OR LESS TO DETERMINE WHETHER OR NOT YOU WILL BECOME A FULL TIME EMPLOYEE.

UNDER BENEFITS, THERE WAS NO CHANGE TO THE WORDING OF THE POLICY.

UNDER ANNUAL LEAVE, THE WORDING NEEDED TO BE CHANGED TO: IF AN EMPLOYEE IS TERMINATED, FOR ANY REASON, DURING PROBATION OR IS NOT RECOMMENDED FOR PERMANENT EMPLOYMENT, HE LOSES ALL CLAIMS TO ACCRUED ANNUAL LEAVE.

UNDER SICK LEAVE, DISCUSSION WAS HELD AND SOME EMPLOYEES VOICED THEIR OPINION THEY DIDN'T FEEL IT WAS FAIR THAT ALL EMPLOYEES BE PUNISHED BECAUSE SOME EMPLOYEES ABUSE THEIR SICK LEAVE. ADMINISTRATOR HAGAN SAID THE EMPLOYEES WERE TALKING ABOUT IN THE PAST AN EMPLOYEE HAD TO USE ANNUAL LEAVE FOR THE FIRST TWO DAYS THEY WERE OUT SICK; HOWEVER, HE ADVISED THIS WAS CHANGED WHEN THE CURRENT PERSONNEL POLICY WAS ADOPTED.

DEPUTY CLERK CARTER QUESTIONED IF AN EMPLOYEE WOULD CONTINUE TO ACCRUE SICK AND ANNUAL LEAVE WHILE OUT ON WORKERS COMPENSATION. SHE ADVISED THEY HAVE BEEN ACCRUING LEAVE TIME BUT IT WASN'T COVERED IN THE POLICY ANYWHERE. ADMINISTRATOR HAGAN SAID HE COULD ADD A CLAUSE TO THE POLICY TO STATE IF AN EMPLOYEE IS OUT ON APPROVED LEAVE, THEY WILL CONTINUE TO ACCRUE SICK LEAVE AND ANNUAL LEAVE. THE BOARD AGREED FOR THIS CLAUSE TO BE ADDED.

WAYNE ADKINS ASKED ABOUT AN EMPLOYEE RUNNING OUT OF SICK LEAVE AND LETTING THE OTHER EMPLOYEES GIVE THEM SOME OF THEIR LEAVE TIME. THE BOARD AGREED FOR ADMINISTRATOR HAGAN TO CHECK WITH THE DEPARTMENT OF TRANSPORTATION ON THEIR SICK LEAVE POOL POLICY.

UNDER MILITARY LEAVE, NO CHANGES WERE MADE TO THE POLICY.

UNDER JURY DUTY, COMMISSIONER BROCK AND CORBIN FELT AN EMPLOYEE SHOULDN'T HAVE TO REPORT BACK TO WORK UNTIL THE FOLLOWING DAY IF THEY ARE DISMISSED FROM JURY DUTY BEFORE THEIR REGULAR WORKING HOURS ARE OVER. THE BOARD ASKED ADMINISTRATOR HAGAN TO RESEARCH THE LAW ON JURY PAY AND REPORT BACK TO THE BOARD ON HIS FINDINGS.

COMMISSIONER BROCK OFFERED A MOTION, SECONDED BY COMMISSIONER CORBIN TO LEAVE IT AT THE DISCRETION OF THE EMPLOYEE WHETHER THEY RETURN TO WORK OR NOT IF THEY ARE DISMISSED FROM JURY DUTY BEFORE THEIR REGULAR WORKING HOURS ARE OVER. COMMISSIONER BROCK AND CORBIN FOR WITH COMMISSIONERS CARTER, MORRIS AND TAYLOR OPPOSED.

COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER CARTER AND CARRIED TO CHANGE THE WORDING UNDER JURY DUTY TO STATE: AN EMPLOYEE IS EXPECTED TO

RETURN TO WORK OR CONTACT THEIR SUPERVISOR WHEN JURY DUTY IS OVER OR IF YOU ARE DISMISSED BEFORE YOUR REGULAR WORKING HOURS ARE OVER.

UNDER BEREAVEMENT LEAVE, CHAIRMAN MORRIS HAD A PROBLEM WITH GRANTING BEREAVEMENT LEAVE FOR ALL FAMILY MEMBERS LISTED IN THE POLICY. AFTER DISCUSSION, COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER TAYLOR AND CARRIED TO LEAVE THE POLICY ON BEREAVEMENT LEAVE AS IS. CHAIRMAN MORRIS OPPOSED.

UNDER HEALTH DAY IN THE POLICY, NO CHANGES WERE MADE.

UNDER LEGAL HOLIDAYS, COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER BROCK AND CARRIED TO CHANGE THE POLICY TO READ ONLY PERMANENT CONTINUOUS EMPLOYEES OF THE COUNTY ARE ELIGIBLE FOR HOLIDAY BENEFITS.

UNDER LEGAL HOLIDAYS, COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER CARTER AND CARRIED TO STATE A PERMANENT PART TIME EMPLOYEE WILL NOT GET HOLIDAY PAY IF THE HOLIDAY FALLS ON THEIR DAY OFF.

COMMISSIONER BROCK ASKED ABOUT MARTIN LUTHER KING DAY BEING A LEGAL HOLIDAY FOR COUNTY EMPLOYEES. THE BOARD AGREED FOR ADMINISTRATOR HAGAN TO CHECK AND SEE WHO IS GIVING HOLIDAY PAY FOR MARTIN LUTHER KING DAY AND REPORT BACK TO THE BOARD.

UNDER INSURANCE, COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER BROCK AND CARRIED FOR THE POLICY TO STATE ALL PERMANENT EMPLOYEES ARE ELIGIBLE FOR PARTICIPATION IN THE COUNTY HEALTH INSURANCE PLAN.

UNDER RETIREMENT, NO CHANGES WERE MADE TO THE POLICY.

UNDER CHANGE OF STATUS-PROMOTION, KATHY MARSH RAISED A QUESTION ABOUT EMPLOYEES NOT KNOWING WHEN A POSITION IS AVAILABLE. SHE SUGGESTED AN INTEROFFICE MEMO BE GIVEN TO ALL EMPLOYEES WHEN A POSITION IS OPEN. ADMINISTRATOR HAGAN SAID HE WOULD TAKE CARE OF THIS.

UNDER RESIGNATION, NO CHANGES WERE MADE TO THE POLICY.

UNDER TERMINATION, NO CHANGES WERE MADE TO THE POLICY.

UNDER ACCIDENTS, NO CHANGES WERE MADE TO THE POLICY.

UNDER PERSONAL CONDUCT AND APPEARANCE, NO CHANGES WERE MADE TO THE POLICY.

UNDER PERSONAL TELEPHONE CALLS, NO CHANGES WERE MADE TO THE POLICY.

UNDER WORKING HOURS, NO CHANGES WERE MADE TO THE POLICY.

UNDER DISPOSAL OF COUNTY PROPERTY, NO CHANGES WERE MADE TO THE POLICY.

UNDER GRIEVANCE PROCEDURE, NO CHANGES WERE MADE TO THE POLICY.

UNDER RULES OF CONDUCT, NO CHANGES WERE MADE TO THE POLICY.

UNDER THE LIST OF VIOLATIONS, MINIMUM PENALTIES FOR FIRST OFFENSE AND MAXIMUM PENALTY FOR SECOND OFFENSE, COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER CARTER AND CARRIED TO CHANGE THE FIRST OFFENSE FOR INSUBORDINATION TO A WARNING AND THE SECOND OFFENSE TO DISCHARGE.

COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER BROCK AND CARRIED TO CHANGE THE SECOND OFFENSE TO LAYOFF-3 DAYS FOR RUNNING, SCUFFLING OR ENGAGING IN HORSEPLAY WHILE ON DUTY.

COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER BROCK AND CARRIED TO CHANGE FIRST OFFENSE TO LAYOFF-1 DAY AND SECOND OFFENSE TO LAYOFF-3 DAYS OR DISCHARGE FOR SLEEPING ON DUTY.

VIOLATION #24 ON ACCEPTING TIPS WAS DISCUSSED. NO CHANGE WAS MADE TO THE PENALTIES.

UNDER EMPLOYMENT CLASSIFICATION, THERE WAS NO CHANGE TO THE POLICY UNDER PERMANENT FULL-TIME.

UNDER PART-TIME EMPLOYEES, COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER BROCK AND CARRIED TO PUT A PERMANENT PART-TIME EMPLOYEE IN THE POLICY.

UNDER TEMPORARY EMPLOYEES, NO CHANGE WAS MADE TO THE POLICY.

UNDER JOB DESCRIPTION, NO CHANGE WAS MADE TO THE POLICY.

COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER BROCK AND CARRIED TO GUARANTEE EMPLOYEES 40 HOURS PAY AND HAVE 6 DAYS TO EARN THE PAY AND DENOTE IT AS IT RELATES TO OUTSIDE ACTIVITY.

COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER CARTER AND CARRIED TO ADD PROMOTION OR REASSIGNMENT TO THE POLICY TO INCLUDE THE ONLY POSITIONS FILLED BY ADVERTISEMENT ARE THOSE POSITIONS NOT FILLED INHOUSE.

COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER CARTER AND CARRIED TO APPROVE OF THE BUDGET AMENDMENTS FOR RECYCLING TOTALLING \$29,300.00 AS THEY WERE LINE ITEM BUDGET AMENDMENTS THAT WERE INTERDEPARTMENTAL.

COMMISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER TAYLOR AND CARRIED TO APPROVE OF THE LINE ITEM BUDGET AMENDMENTS FOR THE AG & EXTENSION SERVICE

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FOR \$700.00. DAVID SOLGER, EXTENSION DIRECTOR, WAS REQUESTING THE BUDGET AMENDMENT IN ORDER TO INSTALL CARPET IN THE COUNTY AGENT'S OFFICE. SOLGER'S AMENDMENT INDICATED THE CARPET WAS NECESSARY TO PREVENT FALLING OF EMPLOYEES AND OTHER CLIENTELE.

DISCUSSION WAS HELD ON THE DENTAL HEALTH INSURANCE SURVEY. COM- MISSIONER CORBIN OFFERED A MOTION, SECONDED BY COMMISSIONER CARTER AND CARRIED FOR DEPUTY CLERK CARTER TO MEET WITH THE ROAD AND BRIDGE EMPLOYEES TO EXPLAIN THE DENTAL INSURANCE.

FRANK CORSO ADDRESSED THE REVIEWING OF APPLICATIONS FOR THE VETERANS SERVICE OFFICER, STATING HE THOUGHT A RECOMMENDATION WAS SUPPOSE TO BE MADE TO THE BOARD TODAY AND IT ACTED ON. THE BOARD ADVISED CORSO THEIR UNDERSTANDING WAS A RECOMMENDATION WOULD BE MADE AT THE NEXT REGULAR BOARD MEETING.

KATHY MARSH ADDRESSED THE BOARD IN DEFENSE OF HER DEPARTMENT. SHE STATED NONE OF THE COMMISSIONERS HAVE COME BY HER OFFICE SINCE THE DAY OF HER OPEN HOUSE TO SEE IF THERE WAS ANYTHING THEY NEEDED TO DO THAT WOULD HELP HER WITH HER WORK. COMMISSIONER CARTER ADVISED MS. MARSH THE PROBLEM WAS WITH THE COMPUTER SYSTEM AND NIXDORF, NOT WITH HER OR HER ASSISTANT.

COMMISSIONER CARTER OFFERED A MOTION, SECONDED BY COMMISSIONER CORBIN TO ADJOURN. COMMISSIONER BROCK QUESTIONED WHERE THE OLD PARKS AND RECREATION VEHICLE WOULD BE HOUSED. IT WAS AGREED THE PUBLIC WORKS DIRECTOR WOULD PUT THE TRUCK WHERE IT NEEDS TO BE. THE NEED OF IT BEING USED FOR A FUEL TRUCK ON THE WEST SIDE WAS DISCUSSED. THE MOTION TO ADJOURN CARRIED UNANIMOUSLY.

ATTEST: _____
CLERK

CHAIRMAN

ATTEST: _____
DEPUTY CLERK

END OF MINUTES FOR 06/24/94