

**DEPARTMENT HEAD MEETING**  
**CLARK COUNTY BOARD OF COMMISSIONERS**

May 1, 2024

The Board of County Commissioners of Clark County, Indiana met for an advertised and noticed Department Head Meeting on May, 2024, at 8 a.m., at the Clark County Government Center, 300 Corporate Drive, Room 205, Jeffersonville, Indiana.

Present at the meeting were Commissioners Connie Sellers and Jack Coffman, Scott Lewis, LeeAnne Howe, Tom Lowe, Marion Shepherd, Tim Cochran, Brian Dixon, Judge Brad Jacobs, Brad Meixell, Gavan Hebner, Mark Howe, and Sabrina Corbin.

- A. Mark Howe, Deputy Surveyor, nothing to report.
  
- B. Tim Cochran, County Highway Superintendent, reported the following:
  - 1. Paving began today and they started on Rake Road.
  - 2. CAT Training is happening this week.
  - 3. Their 2019 Kubota tractor has 1692 hours on it and will currently cost \$3,000 - \$5,000 to fix the hydraulic pump. It also needs new tires which will be an additional \$2,500. They already have invested \$8,000 - \$10,000 in previous repairs. He suggested that it may be time to invest in a new machine.
  - 4. Planning & Zoning has asked to borrow a spare truck as theirs is going into the shop for a week. The Commissioners gave their approval.
  
- C. Brian Dixon, County Engineer, reported the following:
  - 1. The Nuisance Animal Control contract for the landfill is up for renewal. Scott Lewis will review.
  - 2. The pavement marking and signage for Salem Noble Road & Hwy 62 is complete.
  - 3. Salem Noble Road paving bids are due 5/9/24.
  - 4. City of Jeffersonville is willing to go in ½ for the 1200 feet of Salem Noble Road that is in their jurisdiction that needs to be paved that is outside the County assignment. Scott Lewis suggested Brian look into it further as this may fall under public bidding.
  - 5. Advertising for the Willenger Bridge will begin 6/6/24. Duke is holding a meeting on 5/16/24. Indiana American Water stated they will not be ready to move their utilities until late August which will be a compromise the schedule of completion by the end of the year. Commissioner Sellers suggested contacting the City of Jeffersonville so they can also expedite the project.
  - 6. Stacy Road / Hwy 403 bid will be due 5/9/24.
  - 7. Et Metric has given us a quote for the Jeff/Charlestown Pike archaeological monitoring contract which is in the amount of \$62,500. Scott Lewis will review.
  - 8. Commissioner Glove had previously asked to look into the Biggs Road & Memphis Bluelick to prepare the easements Brian Dixon asked for three options. The cost for the consultant to do the report is \$6,600, which Scott Lewis will review.

- D. Gavan Hebner, Director of Clark County Emergency Management stated that Thunder went well. He is also assisting the Clerk's office for the election preparedness. He will also be meeting with the City of Jeffersonville to discuss the tornado sirens.
- E. Brad Meixell, Clark 911 Supervisor, had nothing to report.
- F. Marion Shepherd, Director of Building Operations, reported the following:

**Government Center**

- 1. There are mice on the 1<sup>st</sup> floor due to employees eating in their offices instead of the break room.
- 2. The coffee machine leaked due to seals, so we were compensated a free batch of coffee.
- 3. The doors and wall quotes have been given to the Commissioners and Scott Lewis for review.

**Judicial Center**

- 1. The sewer pump is in however it is in a confined space so Alpha will be assisting.
  - 2. Trash cleanup has begun.
  - 3. Wiring for Court 3 is complete.
  - 4. Landscaping is ongoing.
  - 5. The elevator contract has been given to Scott Lewis for review. The cost was \$900.00/month and now they have brought it down to \$490.00/month.
  - 6. There was a sewer backup this morning which is being worked on.
- G. Judge Brad Jacobs stated that Judge Glickfield sends her regrets for not being able to attend this morning.
  - H. Tom Lowe, Court Administrator, reported the following:
    - 1. The electrical outage affected a trial this week.
    - 2. There is a need for a new conference table in the jury room as it currently can only hold 6 people. There is a need for a table that can accommodate 13-14 people. They will work with Marion to get measurements.
    - 3. National Problem-Solving Court Month and all 5 Justices will be there.
    - 4. There are several fun Derby activities planned for this week.
    - 5. There are water spots on the 4<sup>th</sup> floor ceiling tiles.
  - I. LeeAnne Howe, Director of Human Resources, reported that the AOD Time and Attendance rollout is going well, and this could not go as smoothly if it wasn't for the Payroll Deputy Tammi Wilmoth. Also, there is Verbal Judo training going on at the end of this week. She is getting estimates for the printing of the Handbooks as the quantity of paper that will be needed.

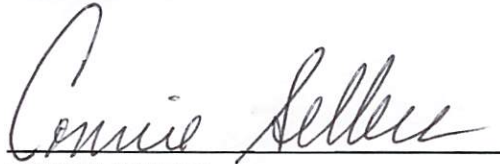
- J. Sabrina Corbin presented the 4-17-24 Department Head Meeting Minutes. Commissioner Coffman made a motion to approve. Commissioner Sellers seconded. Minutes approved 2-0.

Commissioner Coffman motioned to adjourn. Commissioner Sellers seconded. Motion approved 2-0. Meeting adjourned.

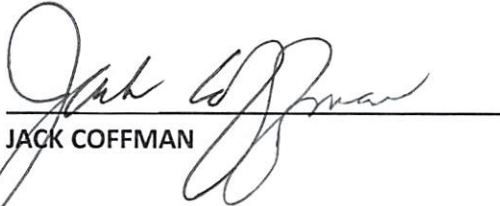
BOARD OF COMMISSIONERS OF  
CLARK COUNTY, INDIANA



BRYAN GLOVER



CONNIE SELLERS



JACK COFFMAN

ATTEST:

  
R. Scott Lewis, County Attorney

DATE:

5-15-24