

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

April 17, 2024

The Board of County Commissioners of Clark County, Indiana met for an advertised and noticed Department Head Meeting on April 17, 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, Jamie Hayden, Marion Shepherd, Tim Cochran, Brian Dixon, Doug Bentfield, Gavan Hebner, Mark Howe, and Sabrina Corbin.

- A. Marion Shepherd, Director of Building Operations, reported the following for the Judicial Center:
1. Elevator phones are in service however they need an antenna on the Sherriff's side which will be about \$500, and the Sherriff's office has offered to pay for those.
  2. The cost for the contract was \$259/month, however now they are billing \$330/month so Scott Lewis, County Attorney, will be assisting in this matter.
  3. Landscaping and painting have started.
  4. The cooling tower is ready for summer.

Government Center

The only report for the Government Center is that due to the power outage last week they found a unit above Planning and Zoning went out. The HVAC has been fixed.

- B. Jamie Hayden, Chief Probation Officer, reported that 4-5 employees need landline phones and that he is working with Mary K. to obtain those soon. He is also planning another Active Shooter Training as well as CPR and Massive Wound training for the Judicial Center. Anyone from the County Government is invited to attend.
- C. Brian Dixon, County Engineer, reported that he was notified by CSX that they would begin repairs and replacement of the ties starting 4/29/24 in Jeffersonville to Charlestown. This will affect Salem Noble, Bethany Road, Stacy Road, and Charlestown Pike. He also reported that the Salem Noble Road Paving Project Notice to Bidders will go out this Friday with a bid opening May 9.
- D. Doug Bentfield, Clark County Health Department Administrator, reported that he is working with LeeAnne, Director of Human Resources, on finishing their handbook revisions so it is more in line with the County's. Thunder Over Louisville is this weekend so they are busy conducting restaurant inspections. They are also getting quotes on sealing the parking lot.

Commissioner Coffman asked for a Health Board Update. Doug stated that Dr. Gough, a veterinarian, is willing to serve. He said they are still waiting for the Council's appointment,

City of Jeffersonville's three recommendations, and the Health Board still needs to make an appointment.

- E. Gavan Hebner, Director of Clark County Emergency Management, stated that Thunder planning was in good shape. He also stated there have been complaints after the tornado in Jeffersonville. He stated that all sirens did activate. The sirens automatically sound when the Weather Service issues the warnings. The City of Jeffersonville has reached out and wants an additional siren in the east end, Crystal Springs area. The City of Jeffersonville would like an interlocal agreement to split the costs of the sirens, which is \$40,000.00 each. He also stated that there is not any grant money available for the sirens since the technology is old.
  
- F. Tim Cochran, County Highway Superintendent, reported the following:
  - 1. Boyd Cat zero out the screen for the paver so it is ready to go.
  - 2. Gary has thirteen working days left after today, so they need to get someone in his position to get trained. Connie Sellers suggested he work with LeeAnne Howe to get someone in the position.
  - 3. The Highway Department needs an additional mechanic. They currently have three. Per LeeAnne Howe there is only a salary ordinance for three positions therefore they would have to go before the Council to obtain an additional position.
  - 4. There is a need for an additional person on the Bridge Crew due to the number of subdivisions that have been added as well as the upkeep of the county bridges.
  - 5. There are two pick up trucks that are on their last leg. Connie Sellers advised him to get quotes for new trucks.
  - 6. The power outage in Sellersburg caused a mess. The outage was due to a squirrel coming in contact with a transformer which in turn resulted in Duke shutting down the power grid.
  - 7. The Duke powerplant donated industrial shelving units and they will be picking those up for the garage.
  
- G. Mark Howe, Deputy Surveyor, nothing to report.
  
- H. Tom Lowe, Court Administrator, reported a new Magistrate is starting today. The previous Magistrate retired earlier than expected.
  
- I. LeeAnne Howe, Director of Human Resources, reported the following:
  - 1. Finishing the County Handbook.
  - 2. AOD Time and Attendance still in progress.
  - 3. Will be working with the Health Department on their handbook.
  - 4. Onboard one new employee today.

J. Sabrina Corbin presented the 4-3-24 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**

*Absent*

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**BRYAN GLOVER**

*Connie Sellers*

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**CONNIE SELLERS**

*Jack Coffman*

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**JACK COFFMAN**

ATTEST

*R. Scott Lewis*  
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**R. Scott Lewis, County Attorney**

DATE:

*5-1-24*  
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