

**Shelby County Fiscal Court
Meeting Agenda
April 5, 2022 6:30 PM
Shelby County Courthouse
501 Main Street
Shelbyville, KY 40065**

1. Call Meeting to Order – **Dan Ison, CJE**
2. Review and Approval of March 15, 2022 Minutes – **Dan Ison, CJE**
3. Motion to Approve Budget Transfers – **Sheila McGee, Treasurer**
4. Motion to Approve Cash Transfers – **Sheila McGee, Treasurer**
5. Motion to Approve County Invoices – **Sheila McGee, Treasurer**
6. Acknowledgement of Pre-Approved Payroll & Claim Expenses Issued in March 2022 - Payroll Registers 3/10/2022 & 3/24/2022 - **Sheila McGee, County Treasurer**
7. Acknowledgement of Transfer CDBG-CV (UTILITY) Funds in the Amount of \$10,500.00 were placed into the incorrect account, conducted transfer to place the funds into the correct account – **Sheila McGee, County Treasurer**
8. Presentation of Conservation FY Budget 2022-2023 – **Dan Ison, CJE**
9. Presentation to Request Funds for Pool Pump Repair – **Matt Mattingly, Park Director**
10. Motion to Introduce a Second Reading of the New Administrative Code Ordinance – **Hart Megibben, County Attorney**
11. Motion to Adopt the New Administrative Code Ordinance – **Dan Ison, CJE**
12. Motion to Approve Items for Salvage from EMS Department – **Dan Ison, CJE**
 - a) Dell Desktop Computer – SN: 2860681401
 - b) Lenova Desktop Think Center Computer – SN: 1S10GR0023USMJ04W81V
 - c) IBM Computer Tower – SN: KLVRF6D
 - d) Streamlight LiteBox Halogen Flashlights – 14 Total
13. Motion to Approve a Request to Submit Phase I Bidding for Tornado Safe Room Project and for Approval of Judge Ison to Sign State Contract – **Chris Spaulding, Emergency Management Director**
14. Motion to Approve Solicitation to Bid for Mt. Eden & Waddy Fire Departments for PPE Equipment, Fire Suits, per Approved ARPA Application # 2021-17 – **Asst. Chief Kevin Miller & Chief Darrell Brown**
15. Motion to Approve Bid Received for Simpsonville & Bagdad Fire Departments for PPE Equipment, Fire Suits, per Approved ARPA Application # 2021-17 - **Chief Ronnie Sowder & Chief Rusty Newton**
16. Motion to Allow Judge Executive to Execute Service Agreement/Contract for Logan’s Uniform Rental for Courthouse & Stratton Center - **Dan Ison, CJE**
17. Motion to Approve a Request for \$500.00 for Relay for Recovery Drug Abuse Program - **Mike Miller, Magistrate**
18. Motion for Approval of Gary Walls to Assume Ray Tucker’s Unexpired Board Position as Representative of Chamber of Commerce. Effective Immediately and will Expire June 30 , 2023 - **Dan Ison, CJE**

19. Presentation of Dee Maynard Proclamation Recognizing Ms. Maynard and Shelby County Tennis Day – **Dan Ison, CJE**
20. Presentation of Arbor Day Proclamation Recognizing April 1, 2022 as Shelby County Arbor Day - **Dan Ison, CJE**
21. Motion to Approve Personnel Items – **Dan Ison, CJE**

JOB DESCRIPTIONS

ALL JOB DESCRIPTIONS TO BE EFFECTIVE **7/1/2022** WITH EXCEPTION OF FINANCE OFFICER.

The following job descriptions need to be reviewed and approved:

- a. County Treasurer – Salary range update and updated duties.
- b. Finance Officer – Salary range update and updated job duties to be effective 4/5/2022.
- c. Finance Clerk – Pay range update and updated job duties.
- d. Human Resource Manager – Salary range update and updated job duties and removed IT function duties.
- e. Project Coordinator – Change title to Project Manager and update pay range and duties.
- f. Clean Community Coordinator – Change to Exempt /Salaried employee and updated job duties.
- g. Level I Building Inspector – Change to Exempt/Salaried employee and updated job duties.
- h. Minority Affairs/Youth Services Coordinator – Salary range update and updated job duties.
- i. Court Security Officer – Reviewed and updated.
- j. County Road Supervisor – Salary range update.
- k. County Road Crew Foreman – Salary range update.
- l. Roadway Administrative Assistant I – Pay range update.
- m. Roadway Administrative Assistant II – Pay range update.
- n. Equipment Operator I (Road) – Pay range update.
- o. Equipment Operator II (Road) – Pay range update.
- p. Equipment Operator III (Road) – Pay range update.
- q. Laborer with CDL (Road) – Pay range update.
- r. Mechanic (Road) – Pay range update.

SHERIFF

Acknowledgement of full-time Deputy Sheriff, **Matt DeMent**, and approval of pay rate of \$20.50 an hour, position and pay rate effective 3/18/2022.

ROAD DEPARTMENT

Review and approval of full-time Operator II, **Jerry Shacklett**, at pay rate of \$15.25/hour and a start date of 4/6/2022.

DETENTION CENTER

Acknowledgement of part-time deputy Jailer, **Jacob Shown**, at a pay rate of \$14.00/hour, position and pay rate effective 4/1/2022.

EMS

Review and approval of part-time Paramedic, **Jeffery Coulter**, at pay rate of \$22.87/hour and a start date of 4/6/2022.

22. Committee Reports
23. Adjournment

Note: If there is need for specific accommodations, including auxiliary aids, contact Sandra Ashcraft, ADA Coordinator of the Shelby County Judge Executive's Office at (502) 633-1220 at least one week prior to the meeting so that suitable arrangements can be considered for the delivery of the service or attendance requirement prior to the activity.