



## **AGENDA**

Brown County Indiana Board of Commissioners

**Wednesday June 4, 2025, 2:00 PM**

Annex in the Salmon Room, Nashville IN 47448

Combined In-Person & Virtual Meeting

Hearing assistance system is available. Please ask for a receiver.

**Webinar for virtual:** Brown County Government (BCG) YouTube Channel

<https://www.youtube.com/@BCG-INMeetings>

### **Call to Order**

### **Pledge of Allegiance**

### **Additions to the Agenda or Changes**

### **Approval of Minutes and Claims**

### **New Business**

- Contract Approval – Owners Rep/Construction Mgmt, Capital Assets and Improvements
- Health Department – Ordinances – Food, Fees, Spas
- MOU/MOA – Pickle Ball Court
- Policy – County Owned Parking – Non-Profit Fund Raiser

### **County Office/Department Reports (Boards & Committees)**

- Human Resource/Commissioner Admin – (Theresa Cobian)
- Highway Department Update – (Arec Burton)

### **Ongoing Business**

- Budget Submission – July 1
- Personnel Policy Handbook – 2025 Revisions (Aug 2025)
  - Personnel Policy – Staffing
- Asset Management and Capital Improvement Planning “1.0” (June/July 2025)
- Other (Over)

### **Legal: Mike Moga**

### **ADJOURN - Next Regular Commissioner Meeting **June 18, 2025 @ 6:00 PM****

\*ADA Notice: Brown County will upon request provide appropriate aid and services leading to effective communication for qualified persons with disabilities so that they can participate equally in Brown County's public meetings. For special accommodation for a meeting, contact the ADA Coordinator/Commissioner's Office (812-988-0123) or [commissioners@browncounty-in.gov](mailto:commissioners@browncounty-in.gov) at least two (2) business days prior to the scheduled meeting or event to request an accommodation.

## Brown County Commissioners – Ongoing Business

	Action	Target Date	Comments
	<b>1.0 Policy</b>		
A	Updates Personnel Policy Handbook – 2026 Edition (Staffing re-org)	Aug 2025	Personnel Advisory Committee, Department Heads
B	Council District Boundary Changes	June 30, 2025	
C	Updates – Draft County Comprehensive Plan	Dec 30, 2025	RDC has the lead – Community Engagement
D	Cleaning Contract – RFP	Aug 2025	
	<b>2.0 Property</b>		
A	Construction and Facilities – Mgmt	June 4, 2025	Project Mgmt, and Asset Mgmt, Capital Improvement Plan (CIP)
B	Asset Transfer – NPD / Prosecutors Office	WIP	
C	Contract – Mountain Tea State Forest, Pumpkin Ridge Paving	WIP	
D	Indiana Hill Road and RR Crossing – Meeting with INDOT - Re-Opening	June 2025	
E	25-RZ-02 Petition to re-zone approximately 85.5 acres owned by Jimmie Tilton, William Jacob Capital, LLC back to its previous version.	June 18, 2025	
F	HVAC Replacement and Upgrade – Highway Dept – Quotes (under 50K)	June 18, 2025	
G	Insurance Reconciliation – Asset Mgmt, Title verification	July / Aug 2025	
	<b>3.0 Finance and Accounting</b>		
A	2026 Budget Submission	July 1, 2025	
B	Internal Controls / Personnel Policy	July 30, 2025	PAC, WIS
C	Financial Mgmt Reporting – Monthly + Annual report	July / Aug, 2025	Commissioners, Council, Auditor
D	Internal Controls – Finance and Accounting	Oct 2025	Commissioners, Council, Auditor
	<b>4.0 Board and Commission</b>		
A	EMA ,RDC, Finance Committee	Ongoing	Clark
B	Maple Leaf Mgmt Group	Ongoing	Sanders
C	Solid Waste Mgmt Board	Ongoing	All commissioners
D	PACE, 911/GIS, Child Protection, Region 9 /Workforce Development	Ongoing	Patrick
E	Personnel Advisory Committee (PAC)	Last Thursday of the month	Clark, Reeves, Huett, Kemp, Swift-Powdrill, Cobian
F	Department Head Meetings	Bi-Monthly	Commissioners, Council, Dept Heads
	<b>Misc / Other</b>		
	Finance and Budget Handbook		Council, Commissioners, Dept Heads
	Highway Engineer – Shared – State Funded		Commissioners