

October 18, 2011

Commissioners met on this day with the following members present: John Richwine and Jeff Hardin and Steffanie Owens. Also present were County Attorney Jerry Shine, County Auditor Kathy Stoops-Wright, Deputy Auditor Jane Lyons and Commissioners Office Manager Linda Smith.

**IN THE MATTER OF APPROVAL OF MINUTES**

Commissioners approved minutes for October 4, 2011. Motion was made by Steffanie Owens and seconded by Jeff Hardin. Motion carried unanimously.

**IN THE MATTER OF APPROVAL OCTOBER 15, 2011 CLAIMS**

Commissioners officially approved the October 15, 2011 monthly claims for payment upon motions made by John Richwine and seconded by Steffanie Owens. Motion carried unanimously.

**IN THE MATTER OF APPROVAL OF GENERAL ELECTION VOTING SITES**

Shawn Swindell, HR, presented the list of General Election voting sites for the November 8, 2012 City and Town elections. Motion to approve list of sites made by Jeff Hardin and seconded by Steffanie Owens. Motion carried unanimously.

**IN THE MATTER OF APPROVAL OF PAYROLL RECORD TO COMPLETE EEO**

Human Resources Manager, Shawn Swindell, approached the Board regarding the federally mandated EEO-4 Survey normally due on September 30<sup>th</sup>. However, an extension was filed for and granted because of the recent payroll software upgrade and discrepancies discovered. The report is now due October 31<sup>st</sup>. Shawn Swindell requested the Auditor, Kathy Stoops-Wright, to certify the accuracy of payroll records before she could begin the mandated EEO-4 Survey. Kathy Stoops-Wright agreed to review the accuracy of the payroll records and confirm the information to Shawn Swindell.

**IN THE MATTER OF COMMITMENT AGREEMENT WITH PRORESOURCES STAFFING SERVICES**

Commissioners entered a Commitment Agreement with ProResources Staffing Services. Motion to enter in to the records made by John Richwine and seconded by Steffanie Owens. Motion carried unanimously.

October 18, 2011



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## Commitment Agreement

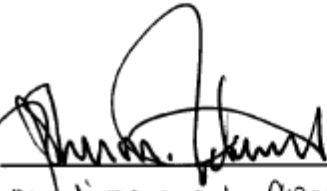
Pro Resources is pleased to have Madison County as a client. We consulted with you regarding your staffing needs, pre-employment requirements, and your expectations of our service. Any successful partnership requires complete information and effective communication between both parties. Please review our commitment plan below, as Pro Resources does not create lengthy contracts.

Pro Resources objectives are to provide quality employees to a variety of businesses and industries; we are committed to providing a high standard of service to both our employees and clients. Pro Resources adheres to ISO 9001:2000 standards. We look forward to our business partnership!

Pro Resources agrees to provide the following services:

- ✓ All advertising and recruiting efforts
- ✓ Pro Resources will conduct an in-depth interview for all candidates
- ✓ "Hazards in the Workplace" video safety training & quiz administered to all applicants
- ✓ IDOC State background check conducted
- ✓ Sex Offender background check conducted
- ✓ Non-felon employee preferred. Will accept a light felony conviction.
- ✓ Diploma/GED preferred
- ✓ Pro Resources will administer a 5 panel in-house pre-employment drug test
- ✓ Madison County has the *option* to direct hire Pro Resources' Employee after 90 calendar days with no fee
- ✓ Pro Resources pays its' employees weekly
- ✓ Pro Resources will be responsible for all Workers' Compensation and Unemployment costs
- ✓ Pro Resources offers Medical, Dental and Vision Insurance coverage to all employees if desired
- ✓ Pay rate starts at \$12.00/hr.
- ✓ The bill rate for these services will be 33%
- ✓ Billing terms are net 15 days

By: Nicole Supple  
of: Pro Resources Staffing Services  
Date: September 16, 2011

By:   
of: Madison County Commissioners  
Date: 10/11/2011

October 18, 2011

**IN THE MATTER OF APPROVAL OF NOTICE TO BIDDERS FOR THE ANNUAL HIGHWAY BIDS**

Commissioners approved the Notice to Bidders for the Annual Highway Bids to be received on November 15, 2011 at 10:00 a.m. Motion to approve made by John Richwine and seconded by Jeff Hardin. Motion carried unanimously.

**NOTICE TO BIDDERS**

Notice is hereby given that the Board of Commissioners of Madison County will on November 15, 2011 until 10:00 A.M. receive annual bids for 2012 for the following items:

1. Aggregate
2. Labor and Equipment Rental for Bridge and Culvert Projects
3. Gasoline
4. Diesel Fuel

Bids shall be filed with the County Auditor on forms as now prescribed by law.

All bids must be accompanied by a surety bid/performance bond or certified check made payable to the Madison County Treasurer of not less than one thousand dollars.

The Board of Commissioners reserves the right to reject any and all bids if they so desire.

Dated at Anderson, Indiana, this 18<sup>th</sup> day of October, 2011.

MADISON COUNTY BOARD OF COMMISSIONERS

S/John M Richwine

John M. Richwine, President

S/ Steffanie L. Owens

Steffanie L. Owens

S/Jeffrey L Hardin

Jeffrey L. Hardin

Publish: October 29, 2011

November 5, 2011

October 18, 2011

**IN THE MATTER OF APPROVAL OF BIDS FOR DATA EQUIPMENT**

Jim Cleaver, Madison County Sheriff Deputy, presented a bid received for the Data Equipment for the new dispatch center. The only bid that was received was from Global Government Education Solutions in the amount of \$447,804.64. County Attorney, Jerry Shine reviewed the bid and recommended that the Commissioners table the bid until the next meeting for further review. Motion to table made by John Richwine and seconded by Steffanie Owens. Motion carried unanimously.

The next meeting is scheduled for November 1, 2011 at 10:00 a.m.

There being no further business the meeting was adjourned.

BOARD OF COMMISSIONERS

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