

MINUTES FOR THE  
CLINTON COUNTY COUNCIL MEETING  
February 11, 2020

The Clinton County Council met in the Commissioner's Meeting Room at the Clinton County Courthouse, Frankfort, Indiana on February 11, 2020, at the hour of 9:00 a.m. regular Council meeting, pursuant in accordance with law and publication as evidence by proof of the minutes of the last meeting, and any other business that may come before it. Council President Alan Dunn called the meeting to order and led the Pledge of Allegiance. On call to order the following members were shown to be present or absent.

**PRESENT**

Alan Dunn  
Clark Beard  
Jeff Chynoweth  
Ron Gascho  
Mike Hensley  
Jon Hussey  
Jake Myers

**ABSENT**

Britt A Ostler, Clinton County Auditor, was present to record the proceedings of the Council.

Others present were: First Deputy Auditor Janet Lloyd, Greg Miller, Dennis Dunlap, Renee Crick, Steve Woods, Kevin Myers, Ken Hartman, Rodney Wann, Katrina Bell, Josh Lee, Dana Myers, Ashley Kelly and others as mentioned in the minutes.

Council member Beard moved seconded by Council member Chynoweth to approve the minutes of the January 14, 2020 meeting. Motion carried 7-0.

**COMMUNITY CORRECTIONS**

Community Corrections Director Brett Barton stated there were 93 clients on electronic monitoring in January 2020 with 1 of those being juveniles, 2 on CTP, 1 alcohol monitoring and 2 PTR. There have been 7 hits with the TREX program and 1 payoff thus far.

**RESOLUTION TO DECLARE ECONOMIC REVITALIZATION AREA - NHK**

During this 1st or 2 hearings, Jay Moore, council for NHK, spoke regarding the NHK abatement and revitalization area. Notice has been given to the general public and sent to affected taxing units. Current facility will still be used, which currently has 798 employees. The new 386,000 sq foot facility is projected to cost over \$25,000,000, with the total investment coming in over \$38,000,000. 78 new jobs will be added with 450 people working each shift. The new plant will be a substantial water consumer and NHK is already a substantial taxpayer. NHK is asking for a 40% abatement on property and equipment for 10 years. IC allows to transfer equipment from the old plant to the new one. They are asking the equipment to stay on the current abatement schedule.

Rich Reck spoke regarding the fact that the current facility is landlocked with no room for expansion, this project is long overdue. It will take 1 ½ years to transition operations from the old to the new building. A February 27th ground breaking ceremony is planned.

Council member Hensley moved, seconded by Council member Hussey to approve Resolution CO 2020-01 Resolution to Declare Economic Revitalization Area. Motion carried 7-0.

**RESOLUTION TO DECLARE ECONOMIC REVITALIZATION AREA - Project Sting**

Shan Sheridan and Shannon O'Hare, representative for the interested party, spoke regarding Project Sting. National retailer is looking to build and would like abatement options from the County. This does impact the decision to build in Frankfort. 858,000 sq feet (80 M dollar investment) 50 land 30 machinery 280 full time employees 100 ft jobs with phase 2 expansion.

Council member Chynoweth moved, seconded by Council member Beard to approve Resolution CO 2020-02 Resolution to Declare Economic Revitalization Area. Motion Carried 7-0.

**EXTENSION OFFICE**

Caren Crum, Director, submitted an additional appropriation to correct janitor salary. Repairs in budget under the Commissioners for \$4500. Caren is questioning \$5000 in the extension office budget. President Dunn stated an additional appropriation needs to be done for repairs. The \$4500 in the Commissioners budget will be for ongoing repairs and maintenance. Caren

will work with the Commissioners to come up with an amount and get quotes. Landfill may be where we take the money, per President Dunn, if the total needed is above \$4500.

## **PROBATION**

President Dunn read the January 2020 report of Chief Probation Officer Nancy Ward which noted Juvenile detention costs in the amount of \$3840.00 for the month.

## **NEW BUSINESS**

Gregg Williamson spoke regarding two new appointments for the library. First, the reappointment of Michael Brackett. Motion to reappoint Mr. Brackett made by Council member Gascho, seconded by Council member Myers. Motion Carried 7-0.

Second, Keren Garza has completed her term. Mr. Williamson recommended the appointment of Esmeralda Cruz. Motion to appoint Ms. Cruz made by Council member Hensley, seconded by Council member Gacho. Motion Carried 7-0.

**Encumbrances** - See attached sheet

## **OLD BUSINESS**

### **Additional Appropriations Ordinance No. CO-2020-02**

Council member Beard moved, seconded by Council member Hensley to approve an additional appropriation request from the Clinton County Extension Office in the amount of \$2689.68 in the County General Fund for 1000-011-01-0016 Janitor. Motion carried 7-0.

Council member Beard moved, seconded by Council member Chynoweth to approve an additional appropriation request from Area Plan in the amount of \$1877.00 in the County General Fund for 1000-079-01-0013 Admin Assistant. Motion carried 7-0.

Council member Hensley moved, seconded by Council member Myers to approve an additional appropriation request from the Clinton County Sheriff's Office in the amount of \$5899.09 in 1000-000-0057 Insurance Reimbursements for 1000-005-03-0059 Repair Vehicles. Motion carried 7-0.

Council member Hensley moved, seconded by Council member Myers to approve an additional appropriation request from the Clinton County Sheriff's Office in the amount of \$1074.32 in 1000-000-0057 Insurance Reimbursements for 1000-005-03-0059 Repair Vehicles. Motion carried 7-0.

Council member Hensley moved, seconded by Council member Myers to approve an additional appropriation request from the Clinton County Sheriff's Office in the amount of \$18,570.25 in the County General Fund for 1000-005-03-0059 Repair Vehicles. Motion carried 7-0.

Council member Chynoweth moved, seconded by Council member Gascho to approve an additional appropriation request from the Clinton County Auditor in the amount of \$19,376.58 in the CEDIT Fund for 1112-000-03-0027 I65/SR28 BFS Eng. Motion carried 7-0.

Council member Chynoweth moved, seconded by Council member Gascho to approve an additional appropriation request from the Clinton County Auditor in the amount of \$37,670.00 in the CEDIT Fund for 1112-000-03-0027 I65/SR28 BFS Eng. Motion carried 7-0.

Council member Chynoweth moved, seconded by Council member Hensley to approve an additional appropriation request from the Clinton County Auditor/Council in the amount of \$60,000.00 in the CEDIT Fund for 1112-000-03-0030 Kirklin Main Street. Motion carried 7-0.

Council member Myers moved, seconded by Council member Beard to approve an additional appropriation request from the Clinton County Commissioners in the amount of \$61,250.00 in the CEDIT Fund for 1112-000-03-0044 Easement Payments. Motion carried 7-0.

Council member Chynoweth moved, seconded by Council member Gascho to approve an additional appropriation request from Parkview Home in the amount of \$2500.00 in County Home Gifts/Donations Fund for 1128-02-0001 Supplies for Residents. Motion carried 7-0.

Council member Hensley moved, seconded by Council member Myers to approve an additional appropriation request from the Clinton County Sheriff's Office in the amount of

\$591.00 in Firearms Training Fund for 1156-000-04-0040 Weapons & Riot Equip. Motion carried 7-0.

Council member Hensley moved, seconded by Council member Myers to approve an additional appropriation request from the Clinton County Sheriff's Office in the amount of \$15,097.00 in Firearms Training Fund for 1156-000-04-0040 Weapons & Riot Equip. Motion carried 7-0.

Council member Chynoweth moved, seconded by Council member Hussey to approve an additional appropriation request from the Clinton County Highway in the amount of \$165,500.00 in Local Road & Street Fund for 1169-000-04-0009 Single Axle Dump/Plow Truck. Motion carried 7-0.

Council member Chynoweth moved, seconded by Council member Hussey to approve an additional appropriation request from the Clinton County Highway in the amount of \$57,314.00 in Local Road & Street Fund for 1169-000-04-0008 Chevy Patch Truck. Motion carried 7-0.

Council member Hensley moved, seconded by Council member Chynoweth to approve an additional appropriation request from the Clinton County Highway in the amount of \$10,134.71 in Local Road & Street Fund for 1169-000-03-0018 Loader Lease. Motion carried 7-0.

Council member Chynoweth moved, seconded by Council member Gascho to approve an additional appropriation request from the Clinton County Recorder in the amount of \$555.00 in Recorder's Perpetuation Fund for 1189-004-01-0013 First Deputy Salary. Motion carried 7-0.

Council member Beard moved, seconded by Council member Chynoweth to approve an additional appropriation request from the Clinton Superior Court in the amount of \$11,756.15 in 1200-000-03-0047 Special Pauper Fund for 1200-000-03-0047 Special Pauper Fund . Motion carried 7-0.

Council member Beard moved, seconded by Council member Chynoweth to approve an additional appropriation request from the Clinton Superior Court in the amount of \$5702.24 in 1200-000-00-0101 Public Defender Fees Fund for 1200-232-03-0047 Special Pauper Fund . Motion carried 7-0.

Council member Beard moved, seconded by Council member Chynoweth to approve an additional appropriation request from the Clinton Superior Court in the amount of \$981.50 in 1200-000-00-0101 Public Defender Fees Fund for 1200-000-03-0047 Special Pauper Fund . Motion carried 7-0.

Council member Beard moved, seconded by Council member Chynoweth to approve an additional appropriation request from the Clinton Circuit Court in the amount of \$60,742.30 in 1200-232-03-0047 Special Pauper Fund for 1200-000-03-0047 Special Pauper Fund . Motion carried 7-0.

Council member Hensley moved, seconded by Council member Myers to approve an additional appropriation request from the Clinton County Surveyor in the amount of \$1000.00 in Electronic Data/Services Fees (GIS) for 2503-000-03-0001 Misc Disbursements . Motion carried 7-0.

Council member Gascho moved, seconded by Council member Chynoweth to approve an additional appropriation request from the Clinton County Auditor in the amount of \$58,985.76 in Sheriff Sale Admin for 4009-000-01-0002 Sheriff Pension. Motion carried 7-0.

Council member Gascho moved, seconded by Council member Hensley to approve an additional appropriation request from the Clinton County Sheriff's Office in the amount of \$5000.00 in Sheriff Sale Admin for 4009-000-03-0001 Sheriff Costs. Motion carried 7-0.

Council member Chynoweth moved, seconded by Council member Hussey to approve an additional appropriation request from the Clinton County Sheriff's Office in the amount of \$3000.00 in Sheriff's Gifts for 4104-000-03-0002 Misc Disbursements. Motion carried 7-0.

Council member Myers moved, seconded by Council member Hensley to approve an additional appropriation request from the Clinton County Commissioners in the amount of \$27,000.00 in Landfill for 4901-000-04-0008 Coroner Vehicle. Motion carried 7-0.

Council member Myers moved, seconded by Council member Hensley to approve an additional appropriation request from the Clinton County Sheriff's Office in the amount of \$2000.00 in CTP for 4963-000-01-0002 Adult Education Instructor. Motion carried 7-0.

Council member Chynoweth moved, seconded by Council member Myers to approve an additional appropriation request from the Clinton Superior Court in the amount of \$47,916.45 in Superior Court Pauper Attorney for 9123-201-03-0001 Superior Court Pauper Attorney. Motion carried 7-0.

Council member Chynoweth moved, seconded by Council member Myers to approve an additional appropriation request from the Clinton Circuit Court in the amount of \$109.73 in Circuit Court Pauper Attorney for 9123-232-03-0001 Circuit Court Pauper Attorney. Motion carried 7-0.

Council member Cynoweth moved, seconded by Council member Myers to approve an additional appropriation request from the Clinton Circuit Court in the amount of \$32,948.89 in Public Defender Commission for 9123-232-03-0001 Circuit Court Pauper Attorney (\$16,474.45) and 9123-201-03-0001 Superior Court Pauper Attorney (\$16,474.44). Motion carried 7-0.

Council member Gascho moved, seconded by Council member Chynoweth to approve a **reduced** appropriation request from the Clinton County Airport Authority in the amount of \$12,704.00 in Cum Bldg Fund for 2190-000-03-0003 Loan Contract Payment. Motion carried 7-0.

#### **Transfers for approval**

\$800.00 from 8103-000-01-0002 BOH Salary to 8103-000-02-0001 Supplies. Moved by Council member Chynoweth, seconded by Council member Hensley. Motion carried 7-0.

#### **Transfers no approval required**

\$5.00 from 1000-750-03-0082 Soil and Water Insurance to 1000-750-03-0056 Audit  
 \$1582.50 from 1135-100-03-0507 Highway Bridge #507 to 1135-100-03-0032 Bridge #32  
 \$10,134.71 from 1169-000-03-0018 Highway Loader Lease to 1169-000-03-0019 Truck Lease  
 \$1000.00 from 4910-000-03-0012 Comm Corrections Equip Leasing to 4910-000-03-0016 Refunds  
 \$6.33 from 4910-000-03-0012 Comm Corrections Equip Leasing to 4910-000-03-0002 Food  
 \$310.00 from 1000-160-03-0004 IT ACCS to 1000-160-03-0071 CSI Software

President Dunn noted the Report of 2019 Water and Sewer BANS reimbursement totals. Auditor Ostler prepared a report for the Council detailing what has been presented to the Farmers Bank to be repaid from the BANS. Bills from TAFT and HWC were originally paid out of CEDIT.

#### **Council Reports**

President Dunn reported that he, Council member Chynoweth and Council member Beard had attended a presentation by ADP regarding what they had to offer the County for payroll/timekeeping and HR services. All were impressed. Would like for Department Heads to see presentation as well. Auditor Ostler commented that this service would bring all departments into one program.

#### **Commissioner Reports**

None

#### **Department Reports**

##### **SHERIFF DEPT**

Sheriff Kelly spoke regarding the department's year end report. See attachment.

The department recently hired a new Jail Commander, Shawn Mayfield. Currently needing 2 corrections officers. There were 272 inmates transported out of county last year. There are 8 special deputies that will assist with these transports in 2020.

There has been a renewed emphasis on rehabilitation programs offered at the jail. CASA, church services, Adult Education Program (GED), and Second Chance Program.

Many improvements/updates were completed in 2019. All inmates showers and cells were painted. Inmates are charged for any destruction they cause. New LED light fixtures were installed along with occupancy sensors. Body scanner was installed and an electronic visitation system was implemented. Mail is scanned into an email account for each inmate. The inmates receive the paper copies upon release.

Ashley Kelly spoke regarding contracts. DOC grant reimburses us medical invoices. Recoding medical bills has also helped with lowering the medical bills. Medicare reimbursement has also significantly lowered inmate medical costs. Because of all of these measures, the County saved over \$200,000 in 2019. Since switching to Kellwell Foods, there was a savings of \$12,774 for 2019 and the quality of food is better.

**AREA PLAN**

Liz Stitzel spoke regarding permits for 2019, violations and Board of Zoning Appeals. Presentation attached to minutes.

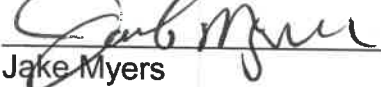
Meeting adjourned at 10:40 a.m.

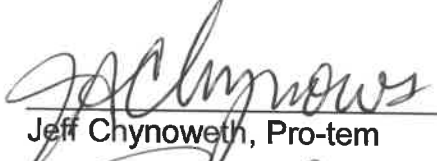
**Clinton County Council**


  
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Alan Dunn, President

  
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Clark Beard


  
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Mike Hensley

  
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Jake Myers

  
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Jeff Chynoweth, Pro-tem

  
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Ron Gascho

  
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Jon Hussey

ATTEST:  
  
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Britt A Ostler, Clinton County Auditor

**2020 ENCUMBRANCES**

Motion made by Council member Chynoweth, seconded by Council member Myers to allow the encumbrance request from the Clinton County Sheriff in the amount of \$17,917.58 from the County General Fund. Motion carried 7-0

**SHERIFF**

1000-005-02-0013	Garage Supplies	\$54.48
1000-005-02-0013	Garage Supplies	\$54.48
1000-005-02-0013	Garage Supplies	\$431.55
1000-005-02-0033	Uniforms	\$9.07
1000-005-02-0033	Uniforms	\$523.96
1000-005-03-0053	Service Agreement	\$25.00
1000-005-04-0007	Office Equipment	\$577.84
1000-005-04-0007	Office Equipment	\$228.00
1000-005-04-0010	Vehicles	\$9,180.80
1000-005-04-0014	IDACS	\$118.57
1000-005-04-0035	Radio Equipment	\$1,963.98
1000-005-04-0040	ERT Equipment	\$2,550.00
1000-005-04-0051	Reserve Equipment	\$2,199.85
<b>Total Sheriff</b>		<b>\$17,917.58</b>

Motion made by Council member Hensley, seconded by Council member Myers to allow the encumbrance request from the Clinton County Presecutor in the amount of \$483.61 from the County General Fund. Motion carried 7-0

**PROSECUTOR**

1000-009-04-0049	Prosecutor - Lawbooks	\$483.61
<b>Total Prosecutor</b>		<b>\$483.61</b>

Motion made by Council member Gascho, seconded by Council member Chynoweth to allow the encumbrance request from the Clinton County Jail in the amount of \$457.69 from the County General Fund. Motion carried 7-0

**JAIL**

1000-380-02-0018	Institutional Supplies	\$307.69
1000-380-03-0053	Repair Equipment	\$150.00
<b>Total Jail</b>		<b>\$457.69</b>

Motion made by Council member Beard , seconded by Council member Chynoweth to allow the encumbrance request from Parkview Home in the amount of \$10,315.66 from the County General Fund. Motion carried 7-0

**PARVIEW HOME**

1000-622-02-0014	Dairy	\$180.66
1000-622-03-0051	Building Repairs	\$9,985.00
1000-622-03-0051	Building Repairs	\$150.00
<b>Total Parkview Home</b>		<b>\$10,315.66</b>

<b>TOTAL COUNTY GENERAL FUND</b>	<b>\$29,174.54</b>
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Motion made by Council member Myers, seconded by Council member Hensley to allow the encumbrance request from the Clinton County Commissioners in the amount of \$10,455.17 from the CEDIT Fund. Motion carried 7-0

**CEDIT**

1112-000-03-0076	Cedit Economic Development	\$10,455.17
<b>Total CEDIT</b>		<b>\$10,455.17</b>

Motion made by Council member Hensley, seconded by Council member Chynoweth to allow the encumbrance request from the Clinton County EMS in the amount of \$7492.53 from the EMS Fund. Motion carried 7-0

**EMS**

1151-000-02-0013	EMS Medical Supplies	\$1,014.18
1151-000-02-0013	EMS Medical Supplies	\$5,103.95
1151-000-02-0013	EMS Medical Supplies	\$1,374.40
<b>Total EMS</b>		<b>\$7,492.53</b>

Motion made by Council member Chynoweth, seconded by Council member Hensley to allow the encumbrance request from the Clinton County Veteran's Office in the amount of \$2066.53 from the Veterans Fund. Motion carried 7-0

**VETERANS**

4103-000-03-0001	Memorial Fund Misc Expenditures	\$2,066.53
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<b>Total Veterans</b>		<b>\$2,066.53</b>
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Motion made by Council member Myers, seconded by Council member Hensley to allow the encumbrance request from the Clinton County EMS in the amount of \$6570.89 from the Hospital Contractual Fund. Motion carried 7-0

**HOSPITAL CONTRACTUAL**

4960-000-02-0002	EMS Stationary & Printing	\$159.91
4960-000-02-0004	EMS Clothing	\$378.16
4960-000-02-0004	EMS Clothing	\$141.24
4960-000-02-0012	EMS Tire & Tubes	\$1,414.96
4960-000-02-0014	EMS Misc Maintenance Supplies	\$527.47
4960-000-02-0014	EMS Misc Maintenance Supplies	\$325.00
4960-000-03-0006	EMS Cleaning	\$817.99
4960-000-03-0016	Volunteer Payments	\$1,321.00
4960-000-03-0050	EMS Misc Office Repairs	\$746.03
4960-000-03-0050	EMS Misc Office Repairs	\$399.99
4960-000-03-0050	EMS Misc Office Repairs	\$147.36
4960-000-04-0035	Radio Equipment	\$191.78

<b>Total Hospital Contractual</b>		<b>\$6,570.89</b>
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<b>TOTAL FOR 2019</b>		<b>\$55,759.66</b>
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**CLINTON COUNTY  
SHERIFF'S OFFICE**

301 E. Walnut Street  
Frankfort, IN 46041-2419

**Rich Kelly**  
*Sheriff*

commitment • community • service



Todd Lappin - *Chief Deputy*

**Clinton County**

**2019 Annual Jail Report**

**Sgt. Natasha Douglass**

It is my honor to present to you the Clinton County Jail's 2019 Annual Report. This report gives us the ability to share with you the statistics from the jail, along with program information, goals, and achievements. It is important to the jail staff that we not only provide a safe, secure, and humane place for inmates; but also for subjects to return to the community with the potential to be more productive citizens. This is accomplished through the various programs we offer inside the facility, along with positive reinforcement.

***JAIL STAFFING AND DEFICIENCIES***

The jail currently consists of (28) full time jail staff and (1) full time jail clerk. The 28 staff members include the Jail Commander, Assistant Jail Commander, (1) Corporal, (1) Classification Officer, and (24) Corrections Officers, of which (4) are working supervisors. The Jail Officers work (10.5) hour shifts on a rotating schedule. This allows for overlap of two shifts during the busy hours throughout the day. Half of the staff has every Monday/Tuesday off while the other half has every Thursday/Friday off. Every other weekend they have a (4) day weekend. All jail staff members work every Wednesday.

At the time of writing this report, the Jail is operating with less than full staff, with a current shortage of (3) Corrections Officers. Although new officers have been selected through a screening and hiring process, due to start dates and training time, it will be 2 to 2 ½ months before the full effects of having a full staff can be felt. The jail has been operating on a minimum staff for quite some time. The jail officers work on a two on, two off, three on, two off, two on, three off rotating schedule. When fully staffed the shifts consist of (5) floor officers and (1) working supervisor for a total of (6) officers on shift.

Administrative # (765) 659-6393  
Emergency # (765) 654-5563 or 911

Administrative Fax (765) 659-6304  
Tip Line 656-TIPS (8477)

The jail has experienced a high turnover rate for the same reasons as it has done so historically. Some officers leave to further their career in Law Enforcement, some leave once they realize Law Enforcement/Corrections is not the career path for them, and a few have been terminated due to policy violations.

Currently the Clinton County Sheriff's Office has two full time Transport Officers and one full time Civil Service Processor. With an increased demand for out of county/out of state transports, both transport officers are over-whelmed with keeping up with court escorts and transports. It is not uncommon that the Civil Service Processor and Corrections Officers be utilized with court details, hospital details, out of county, and out of state transports.

Any serious illness or injury usually results in an inmate being taken to Indianapolis area hospitals. This results in (2) officers to be present at all times, at least (1) of which has to be armed. Having experienced jail officers trained as Special Deputies is extremely pertinent. The Deputy Division does not have enough man power to oversee all of these details. At this time, we have (7) Special Deputies that were added in 2019.

**Jail Characteristics:** When associated with staffing requirements it always poses a challenge. An understanding of these challenges provides an important foundation for undertaking staffing needs.

- Jails operate continuously, 24 hours per day, 365 days per year
- Jails provide a wide spectrum of services, activities, and programs for the inmates
- Jails are high-risk settings where inmates are often dangerous to themselves and others
- Jail populations can fluctuate widely throughout the year, and even on a day-to-day basis
- Admission and release procedures require much staff effort, but the peak periods of admission and release are often difficult to anticipate
- Extensive documentation is required for all activities and procedures at the jail
- Perimeter security and internal circulation must be controlled at all times
- Supervision needs vary for different classification of inmates
- Jails house both pre-trial detainees and sentenced inmates, each group brings its own operating imperatives and constitutional guarantees
- Staff turnover is high in many jails
- Jail staff administration and funding officials can be held liable for jail operations and conditions

**Jail Staffing Considerations:**

- Backup must be provided for staff in all areas of the jail. When a staff member has to respond to problems, critical incidents, or contingencies, other staff must be readily available to provide support

- Continuing inmate supervision should be provided in all jails. Supervision extends beyond just observing inmates at regular intervals. Effective supervision demands contact between jail staff and inmates; jail staff must be able to “interact” and “act”

#### ***JAIL STAFFING AND DEFICIENCIES (cont'd)***

- A constant minimum level of staffing is required to ensure prompt and safe evacuation of the facility during an emergency and to provide continuing inmate supervision. Minimum staffing levels are different for each jail staff and may change during the year.
  - Electronic surveillance (audio monitors, close-circuit television, movement detectors, and sensors) has its place-not as a substitute for staff- but as a supplement.
  - Relief must be provided for staff to allow employee meals and breaks.
  - Staff must be trained for the duties to which they are assigned.
  - Staff must be supervised.
  - Each inmate must be physically checked on at least every 50- 60 minutes.

Jail staffing levels are based on several internal and external factors. Internal factors include physical plant design (sightlines, number of control posts, perimeter security, number and size of housing units, and controlling circulation or movement - the need to escort inmates); operational philosophy (types of inmate supervision and level of the inmate; and level of crowding in the facility). External factors influencing jail staffing levels include court decisions and standards of practice.

Court decisions have defined important parameters for jail operations by establishing minimum levels of service, performance objectives, prohibited practices, and specific required operational actions. Past court decisions, most handed down by Federal courts, have required jails to:

- Protect inmates from themselves and from other inmates
- Maintain communication with inmates and regularly visit occupied areas
- Respond to inmate calls for assistance
- Classify and separate inmates
- Ensure safety of staff and inmates at all times
- Make special provisions for processing and supervising female inmates
- Ensure that all required inmate activities, services, and programs are delivered (medical, exercise, visits, etc.)
- Provide properly trained staff

**Standards promulgated at the local, State, and national levels also provide parameters for jail operations:**

- Local health, safety, and building standards are often applied to jails.
- Many States have established mandatory jail standards for jails and inspect jails to measure compliance.
- The American Correctional Association establishes national professional standards for jails and offers an accreditation process based on those standards.

**Calculating Annual Net Work Hours:** In calculating net annual work hours or “NAWH”, these factors are often overlooked but must be considered.

- Pre-service and in-service training time

## ***JAIL STAFFING AND DEFICIENCIES (cont'd)***

- Long-term medical disability
- Provisions of the Family and Medical Leave Act of 1993
- Light-duty assignments required for injured staff
- Leave without pay
- Time away from the job while on special assignment
- Time it takes to fill vacancy
- Jury duty
- ~~Worker's compensation time off~~
- Unexcused absences
- Military

In analyzing the 24/7 schedule, and using the US Department of Justice/National Institute of Corrections formulary, the total number of hours of coverage needed annually for each employee is then divided by NAWH per employee.

***\*In May of 2015, a Jail staffing analysis was done by Bill Wilson. The findings and recommendations of this study concluded that this facility was approximately 5 staff members/Officers short of being enough staff to effectively manage the jail. As of 2019, the Jail still remains short staffed by 5 officers according to the recommendation of this jail study.***

### ***Programs***

**CASA (Christians Against Substance Abuse)** – Twelve (12) step program; successful offenders receive certification for sobriety and completion of the program.

**Church (English speaking & non-English speaking)** – Weekly services are held on Monday evenings.

**Education (TASC)** – GED preparation and testing; successful offenders receive their diploma. offenders sentenced to county time may be eligible for a time credit cut. D.O.C. may not honor a time cut if a D.O.C. sentenced offender retains their GED in a county Jail.

**MRT (Moral Reconciliation Therapy)** – An evidence based systematic treatment strategy that seeks to reduce recidivism among adult offenders by increasing moral reasoning.

**GED/TASC Test** - The Clinton County Jail offers inmates the opportunity to obtain their High School equivalency while incarcerated.

**Unshackled** - This is a spiritual based one hour program, 3-5 times a week that allows offenders to listen to audio presentations/programs regarding the effect of substance abuse addictions on people's lives.

**Second Chance** – An opportunity to assist with finding employment for subjects for after their scheduled release date

**Work Release**- Inmates approved through the courts for this program can be accepted into it if they pass the jail stipulations as well, and can maintain employment throughout their stay.

### ***MAINTENANCE AND UPKEEP***

During the course of 2019, several upgrades were made here at the Clinton County Sheriff's Office. Over the last several years the shower areas in the housing units have had paint peeling and some had even started to mold. We hired a private contractor to come in and the showers were stripped, cleaned, and painted with a special epoxy that makes the shower surfaces easier to clean and prevent molding. During this 6 week period where the showers were redone, we also cleaned the cell walls and had inmate workers re paint fixtures and trim to clean up the living environment for the inmates.

We also purchased and installed a body scanner from Smith Detection Services. The body scanner is a great asset in heightening security measures by getting a visual picture of anything that could be hidden on a person or recently ingested by them. This has helped in recovering different contraband items throughout this year up to and including metal items and a vape pen a female had hidden inside of her body.

We contracted with two new companies this year. In the beginning of the year, we terminated our contract with our previous company and it was given to Kellwell Food Management. Kellwell prepares the food from scratch daily using fresh ingredients. This allows our inmate workers to gain life skills and knowledge of proper food handling and preparation. We also ended our contract with our previous medical company and it was given to Quality Correctional Care. This new medical company has shown a vast improvement from the previous one by giving officers a more available on call system for medical and also providing protocol sheets for steps to be taken when an issue does arrive. Quality Correctional Care also charges \$15 for every monthly prescription and as a co-pay for every medical visit. This allows for the Sheriff's Office to gain back a portion of the medical expenses we endure yearly. In 2019, we had a total medical bill of \$225,052.33. Rebilling saved \$202,458.19. Quality Control Offsite cap paid \$13,728.49 leaving the county to pay only \$8,865.65.

Our final upgrade for 2019 in the jail was the introduction of new uniforms for the jail staff. The Corrections Officers are now wearing tan over brown uniforms, giving them a very professional look. We also purchased new body armor and firearms for the Special Deputies that were implemented in 2019.

***JAIL DIVISION STATISTICS***

**TOTAL BEDS**

The current total Jail capacity is two-hundred twenty-two (222). There are one hundred eighty-four (184) beds in general inmate population, eighteen (18) beds in the Male Work Release area, six (6) in the Female Work Release area and ten (10) beds in Holding. In addition the Jail has two (2) padded cells and two (2) holding tanks. There was a decrease in the Jail's total capacity due to the removal of five beds in our maximum security housing pod. The top bunks in five cells were removed to help reduce the risk of suicide.

**TOTAL BOOKINGS**

There were a total of nineteen hundred and Twenty-Nine (1803) total bookings for 2019. They are listed by type below:

Alcohol Offenses	-	77
Battery Offenses	-	106
Commitments	-	132
Court Only	-	58
Driving Offenses	-	338
Drug Related Offenses	-	259
Out of County	-	35
Sex Offenses	-	9
Theft Offenses	-	42
Warrant Served	-	450
Writ of Attachment	-	77

**TOP FIVE (5) OFFENSES FOR 2018 ARRESTS**

The top five (5) offenses for 2018 and arrests are as follows:

Warrants served	-	450
Driving Offenses	-	338
Drug Related Offenses	-	259

Commitments	-	132
Battery Offenses	-	106

**There were a total of fifteen hundred fifty-two (1408) offenses entered for 2019 and the felonies and misdemeanors entered are as follows:**

Class A Felony	-	1
Class B Felony	-	3
Class C Felony	-	2
Class D Felony	-	1
Level 1 Felony	-	3
Level 2 Felony	-	6
Level 3 Felony	-	12
Level 4 Felony	-	9
Level 5 Felony	-	29
Level 6 Felony	-	209
Class A Misdemeanor	-	318
Class B Misdemeanor	-	77
Class C Misdemeanor	-	160
Commitments	-	132

***JAIL DIVISION STATISTICS (con't)***

**There were only four (4) juvenile charged as an adult and incarcerated in 2019, three males charged with Sexual Offenses one male charged with a Driving Offense.**

***\*Juveniles are not brought into or held at the Clinton County Jail unless they are being waived into adult court or are considered a direct file.***

**AVERAGE DAILY INMATE POPULATION BY DEMOGRAPHICS**

Total Average Daily Inmate Population	-	173.44
Males Average Daily Population	-	130.43
Females Average Daily Population	-	36.01
Indian or Alaskan Native	-	0.31
Black	-	7.58
Unknown	-	3.51
White/Hispanic Latin	-	26.00
White/Non Hispanic	-	127.76
Asian or Pacific Islander	-	0.02

**AVERAGE DAILY INMATE POPULATION BY AGE**

Under 18	-	0.03
Ages 18 – 20	-	8.12
Ages 21 – 25	-	23.08
Ages 26 – 30	-	40.85
Ages 31 – 35	-	29.31
Ages 36 – 40	-	22.77
Ages 41 – 45	-	21.6
Ages 46 – 50	-	9.65
Ages 51 – 55	-	6.06
Ages 56 – 60	-	3.93
Ages 61 – 65	-	0.56
Ages 66 – 70	-	0.44
Over 70	-	.00

**JAIL INCIDENT STATISTICS**



Emergency Restraint Chair:	12
Attempted Suicides:	0
Medical:	99
Inmate Fights with Injuries:	23
Razor Blades/Shanks found:	3
Assaults on Staff:	7
Taser Deployments:	4
Floods:	6
OC Deployments:	0
Rule Violations	262
Riots:	0

**ESCAPES**

There were two (2) successful escapes from the Jail in 2018; both of which occurred from the Work Release Program.

**MAJOR DISTURBANCES**

There were zero (0) major disturbances within the Jail in 2019. There were several incidents that involved a small group of inmates but staff once again was able to minimize these incidents due to effective communication skills. Most incidents were isolated to just one or two inmates due to staff resolving the situation before it could escalate.

**DEATHS IN CUSTODY**

There was (1) in custody deaths (natural or suicide) in 2019. This occurred when a work release inmate was struck by a vehicle outside of the facility.

**INMATE TRANSPORTS**

Circuit Court Transports	-	Transported a total of 884 inmates
Superior Court Transports	-	Transported a total of 939 inmates

<b>Out of County Transports</b>	-	Transported a total of 237 inmates
<b>Out of State Transports</b>	-	Transported a total of 9 inmates
<b>Medical/Mental Transports</b>	-	Transported a total of 72 inmates
<b>Juvenile Transports</b>	-	Transported a total of 18 Juveniles
<b>Emergency Detention Orders</b>	-	Transported a total of 9 EDO's

The most inmates transported to Superior Court in a given day were 11, and the most transported to Superior Court in a given week was 20.

The most inmates transported to Circuit Court in a given day were 12, and the most transported to Circuit Court in a given week was 27.

During 2019, nine (9) subjects were extradited from out of state. These extraditions were from the following states: Illinois x 3, Kentucky x4, Arkansas, and Michigan.

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**Natasha R Douglass-Assistant Jail Commander  
Clinton County**

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**Rich Kelly – Sheriff  
Clinton County**

**Cc: Clinton County Auditor  
Clinton County Commissioners  
Clinton County Council  
Clinton County Circuit Court Judge**



## Area Plan Commission – Director’s Presentation

### State of the Office

~~2020~~ Totals:

2019

- 1) 201<sup>19</sup> Permitting Year End Report – Bird’s Eye View
  - a. City & County, together, issued 1024 permits (up from 862 permits last year).
  - b. Clinton County issued 35 new homes (up from 32 last year)
  - c. Frankfort issued 6 new homes (up from 4 last year) (including SFD and duplexes)
  - d. 13 new subdivisions were created supplying 19 new lots (up from 11 containing 15)
  - e. \$78,876,169.00 worth of total new valuation has been added within Clinton County (\$14,992,805) and Frankfort (\$63,883,364.00) in combination in 2019.
  - f. \$64,957,781 in commercial & industrial construction has been permitted by Clinton County (\$4,161,859, up from \$3,120,100) and Frankfort (\$60,795,922, up from \$3,432,268, substantially the new hospital and Frito Lay expansion) in combination in 2019!
  - g. These number are a bit low as neither jurisdiction is 100% consistent in remembering to ask for and record value of construction and about a quarter of the 2019 commercial/industrial permits from both jurisdictions lack the valuation information in the shared permitting system.
- 2) Violations –
  - a. 44 open, unresolved cases right now (down from 60 Jan 2019).
  - b. 12 are older than two years and all the zoning cases in this category are in litigation. The Commissioners violations are not in litigation, but rather on case by case timelines with the Commissioners themselves.
  - c. In 2017 we opened 66 new cases, 3 remain unresolved still (down from 5 remaining Jan 2019).
  - d. In 2018 we opened 94 new cases, 9 remain unresolved still (down from 35 remaining Jan 2019).
  - e. In 2019 we opened 107 new cases, 14 remain unresolved still
  - f. So far we have opened 4 new cases in 2020, but violations do not usually get busy until the weather warms up and complainants start being outside noticing things.
  - g. Oldest case is 2007, next oldest 2013.
- 3) Board of Zoning Appeals
  - a. Heard 42 cases requesting Special Exceptions (something that may or may not be appropriate) and variances (permission to disobey a standard like a setback).
  - b. Number of BZA hearings per town/township: Center (3), Town of Colfax (1), Forest (3), Jackson (3), Kirclin (3), Town of Kirclin (2), Madison (3), Michigan (2), Town of Mulberry (1), Owen (2), Ross (6), Town of Rossville (3), Sugar Creek (2), Union (1), Warren (5), Washington (4)