

FISCAL COURT ORDERS

MARCH 4, 2025

BOOK 47

REGULAR SESSION OF NELSON FISCAL COURT
9:00 AM

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COURT MET IN REGULAR SESSION, PRESENT COUNTY JUDGE-EXECUTIVE TIM HUTCHINS AND THE FOLLOWING NAMED MAGISTRATES: KEITH METCALFE, ADAM WHEATLEY, M.T HARNED AND JON SNOW.

MAGISTRATE JEFF LEAR ATTENDED THE MEETING BY ZOOM.

MEETING CALLED TO ORDER: COUNTY JUDGE EXECUTIVE TIM HUTCHINS

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Magistrate M.T. Harned.

PRAYER: The Prayer was led by Magistrate Adam Wheatley.

COMMUNITY SHOWCASE: NONE.

ACHIEVEMENTS AND RECOGNITION: NONE.

MINUTES APPROVED FEBRUARY 18, 2025 REGULAR-CLOSED FISCAL COURT MEETING:

On motion of Jon Snow, second of Adam Wheatley, by unanimous vote of the court, IT IS HEREBY ORDERED to approve the minutes of the February 18, 2025 Regular-Closed Fiscal Court Meeting.

BILLS, TRANSFERS AND ADDITIONAL BILLS APPROVAL AND DISCUSSION:
RHONDA FENWICK-COUNTY TREASURER:

On motion of Adam Wheatley, second of Keith Metcalfe, by unanimous vote of the court, IT IS HEREBY ORDERED to authorize the County treasurer to pay the following bills, transfers and addition bills as presented. See pages 409-416.

PUBLIC COMMENT: None. See page 417.

FY 25 BUDGET AMENDMENT: RHONDA FENWICK

County Treasurer Rhonda Fenwick presented to the Court FY25 Budget Amendment.

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FY 25 BUDGET AMENDMENT: continued

On motion of M.T. Harned, second of Jon Snow, by unanimous vote of the court, IT IS HEREBY ORDERED to approve the FY25 Budget Amendment as presented. See page 418.

COUNTY CLERK'S 2024 SETTLEMENT: JEANETTE SIDEBOTTOM

County Clerk Jeanette Sidebottom presented a Check to the Court for the County Clerk's 2024 Settlement.

On motion of Adam Wheatley, second of M.T. Harned, by unanimous vote of the court, IT IS HEREBY ORDERED to approve the County Clerk's 2024 Settlement Check as presented. See page 419-424.

NELSON COUNTY CORRECTIONAL CENTER'S POLICIES AND PROCEDURES: JUSTIN HALL

County Jailer Justin Hall presented to the Court the County Correctional Centers Policies and Procedures without any changes from last year. See Department Headlines and Table of Contents on Pages 425-433. Original paperwork is located at the Nelson County Correctional Center.

On motion of Jon Snow, second of Adam Wheatley, by unanimous vote of the court, IT IS HEREBY ORDERED to approve the County Correctional Centers Policies and Procedures as presented without any changes from last year.

Jailer Hall informed the Court from a Forensic Audit of Commissary Funds, several thousand dollars was found that was owed to Fiscal Court but never transferred over. See page 434.

AGREEMENT

Mercer County and Nelson County Inmate Agreement- Jailer Hall presented an Agreement between Mercer County and Nelson County Inmate Agreement.

On motion of Adam Wheatley, second of Jon Snow, by unanimous vote of the court, IT IS HEREBY ORDERED to approve an Agreement between Mercer County and Nelson County Correctional Center to take Mercer County Inmates. See pages 435-436.

PUBLIC WORKS AND ENGINEER REPORT: BRAD SPALDING/JOHN GREENWELL:

County Assistant Engineer John Greenwell gave an update on the Bulky Item Pickup Program. Phase 1 is finishing up and Phase 2 will begin on Monday 3/10/2025.

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PUBLIC WORKS AND ENGINEER REPORT: continued

Assistant Engineer Greenwell updated the Court on the completion dates for ongoing Projects at the Landfill.

County Engineer Brad Spalding updated the Court on the renovations on Driver's License and Commonwealth Attorney Offices.

County Engineer Brad Spalding asked the Court to approve accepting Bids for several County owned Buildings Roofs. The roofs were damaged in a hailstorm February of 2024. Insurance from Kentucky Association of Counties will cover the repairs.

On motion of M.T. Harned, second of Adam Wheatley, by unanimous vote of the court, IT IS HEREBY ORDERED to approve receiving Bids for several County Buildings Roofs. Bids will be accepted Single and as a Whole.

DEPUTY JUDGE/EMA UPDATES: BRAD METCALF: ABSENT FROM COURT

Deputy Judge Brad Metcalf was absent from Court due to Emergency Issues at the Life Care Nursing Home.

Judge Hutchins and County Dispatch Director Shawn Gaither updated the Court on a Fire at the Life Care Nursing Home. Fire Departments from several Counties responded. He and Judge Hutchins thanked all Departments for responding so quickly.

MAGISTRATE REPORTS:

MAGISTRATE KEITH METCALFE- NO REPORT

MAGISTRATE M.T. HARNED- NO REPORT

MAGISTRATE ADAM WHEATLEY- NO REPORT

MAGISTRATE JEFF LEAR- NO REPORT

MAGISTRATE JON SNOW- NO REPORT

JUDGE HUTCHINS REPORT:

A- New Hires- Judge Hutchins presented to the Court the list of New Hires for the Dispatch Department.

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JUDGE HUTCHINS REPORT: continued

On motion of Adam Wheatley, second of M.T. Harned, by unanimous vote of the court, IT IS HEREBY ORDERED to approve the list of New Hires for the County Dispatch Department. Dispatcher Part-time, Emily Carter and Dispatcher Part-time, Ashton Newton. See page 437.

B- Discuss Courthouse HVAC Replacement Bid/Remodel- TABLED

OLD OR NEW BUSINESS: NONE

On motion of Adam Wheatley, second of Jon Snow, by unanimous vote of the court, IT IS HEREBY ORDERED to adjourn the March 4, 2025 Regular Session Fiscal Court.

TIM HUTCHINS, NELSON COUNTY JUDGE/EXECUTIVE

JEANETTE HALL SIDEBOTTOM, NELSON COUNTY CLERK

FISCAL COURT ORDERS

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**Nelson County Fiscal Court
Bills for Court Approval
March 4, 2025**

Name	Memo	Account	Amount
01 General Fund			
ADP	Payroll Processing	9100301 · Payroll Processing	\$ 3,641.80
Bluegrass Automotive	2020 Tahoe Wheel Hub	5105340 · Law Enforc Vehicle maintenance	319.99
Buzick	Door closer	5080334 · Old Courthouse Bldg Supplies	76.94
Buzick	Keys	5081334 · Justice Center Maint Supplies	14.32
Chase Card Services	Postage, subscriptions, travel, office expense	5001445 · CJE Office Expense	844.10
Chase Card Services	Gloves, supplies	5020445 · Coroner office expense	42.97
Chase Card Services	Zoom subscription	5025318 · Recording and broadcast expense	219.89
Chase Card Services	Postage, checks	5040445 · Treasurer Office Expense	1,014.97
Chase Card Services	State license fee	5064334 · Comm Atty Building Maint	292.84
Chase Card Services	Kitchen supplies	5080334 · Old Courthouse Bldg Supplies	11.98
Chase Card Services	Building supplies	5081334 · Justice Center Maint Supplies	59.94
Chase Card Services	Inspector supplies, postage	5115502 · Inspection and Permit Expense	455.34
Chase Card Services	Shelter food, supplies	5205343 · Shelter Clinic Expense	495.66
Chase Card Services	Telephone service	9100573 · Telephones	2,565.36
Cintas	Mats, cleaning and bathroom supplies	5010334 · Sutherland Bldg Maint Supplies	72.96
Cintas	Mats, cleaning and bathroom supplies	5080334 · Old Courthouse Bldg Supplies	79.36
Cintas	Mats, cleaning and bathroom supplies	5081334 · Justice Center Maint Supplies	299.44
Cintas	Mats, cleaning and bathroom supplies	5305334 · Sr Citizens Bldg Supplies	61.80
Cintas	Mats, cleaning and bathroom supplies	5415334 · Civic Center Bldg Maint	70.58
Cintas	Mats, cleaning and bathroom supplies	5105334 · Law Enforc Building Maint	282.52
Conway Heaton	2020 Police Intercept front axle	5105340 · Law Enforc Vehicle maintenance	1,748.33
Danville Office	Monthly copier agreement	5001445 · CJE Office Expense	211.52
Franklin Chevrolet	# 31	5105340 · Law Enforc Vehicle maintenance	26.66
Galls	Uniforms and related supplies	5105481 · Law Enforc Uniforms	1,270.28
GBA	Signage	5301515 · General Welfare Assistance	25.00
Hillyard	Janitorial Supplies	5205343 · Shelter Clinic Expense	467.48
Holt Computers	Upgrade Sonicwall Firmware	9100585 · IT Fees and Services	930.00
Kentuckiana Auto & Truck	2020 Tahoe	5105340 · Law Enforc Vehicle maintenance	386.40
Ky Office of Technology	Laptop utilization fees	5065427 · Elections Supplies	65.00
M & J Construction	Construction Draw #2	5063742 · Licensing Office Building	93,237.75
M & J Construction	Construction Draw #2	5064742 · Comm Atty Office	98,322.75
Midwest Vet Supply	Medical supplies	5205549 · Shelter Vaccine and Meds	362.63
Oil Guys	Oil Changes	5105340 · Law Enforc Vehicle maintenance	276.76
Pitney Bowes	Postage meter ink	5115502 · Inspection and Permit Expense	63.90
Quill Corporation	Office Supplies	5020445 · Coroner office expense	100.99
Tractor Supply	Door repairs	5205343 · Shelter Clinic Expense	43.95
Total 01 General Fund			208,462.16
02 Road Fund			
Airgas Mid America	Welding supplies- cylinder rentals	6105427 · Garage supplies	78.63
Ascendance Truck	Truck 307 & 308	6105443 · Parts	98.57
Bardstown Mills	Seed, straw	6105457 · Bridge & Culvert Materials	669.00
BSM Battery	Batteries - fleet	6105340 · Vehicle Maint and Repair	270.00
BSM Battery	Battery - Grader	6105443 · Parts	140.00
Buzick	Wire, cable ties, saw blades	6105427 · Garage supplies	50.89
Buzick	Concrete stakes, supplies	6105457 · Bridge & Culvert Materials	103.20
Chase Card Services	Toll fees	6103445 · Office Expenses	14.11
Chase Card Services	Pesticide training	6105569 · Staff Training	10.30
Chase Card Services	Training and safety supplies	6105594 · Crew Safety Equipment	240.00
Ellis Towing	Dump truck - towing service	6105471 · Snow removal	1,950.00

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Name	Memo	Account	Amount
02 Road Fund (continued)			
Fastenal	Truck 99	6105340 · Vehicle Maint and Repair	4.12
IMPCO	Snow removal supplies	6105340 · Vehicle Maint and Repair	303.86
IMPCO	Snow plow repairs/maint	6105443 · Parts	475.79
Irving Materials Inc.	Lutes Lane	6105457 · Bridge & Culvert Materials	1,500.50
J Edinger	Truck 305, Snow plows	6105443 · Parts	311.90
Ky Truck Sales, Inc.	Truck 310	6105443 · Parts	8.94
Saf-ti-Co	Street signs	6105469 · Signs & Posts	32.90
Truck Parts & Service	Parts	6105443 · Parts	45.80
Total 02 Road Fund			6,308.51
03 Jail Fund			
Buzick	Inmate snow removal- replace broken shovels	5101446 · Jail Supply and Provisions	61.98
Cell Block Solutions	Medical supplies	5101549 · Routine Medical	393.11
Chase Card Services	Floor mats	5101334 · Building Maintenance	356.97
Chase Card Services	Fuel	5101340 · Vehicle expense	50.17
Chase Card Services	Shredder, power outlet strips	5101445 · Office Supplies	186.63
Chase Card Services	Safe box/deposits, hygiene supplies	5101446 · Jail Supply and Provisions	439.88
Cintas	Mats, building supplies	5101334 · Building Maintenance	52.03
Danville Office	Copier contracts, office supplies	5101445 · Office Supplies	507.93
Express Mobile Diagnostics	Inmate medical	5101549 · Routine Medical	1,455.00
Hard Time Products	Linens	5101446 · Jail Supply and Provisions	1,680.00
Hillyard	Bathroom and custodial supplies	5101411 · Custodial Supplies	1,071.23
Institutional Eye Care	Inmate medical	5101549 · Routine Medical	21.90
Kellwell Food Mgmt	Food	5101425 · Food	6,048.77
Oil Guys	Oil change	5101340 · Vehicle expense	94.88
SuperCom Inc	Tracking devices HIP	5101446 · Jail Supply and Provisions	126.75
Third Street Auto Repair	Brakes, seat belt repairs	5101340 · Vehicle expense	511.82
WK Correct Dental	Inmate medical	5101549 · Routine Medical	1,208.00
Total 03 Jail Fund			14,267.05
09 Ambulance Fund			
3-D Graphics	Uniforms and embroidery	5140441 · Supplies and Equipment	56.50
Bound Tree Medical	Medical Supplies	5140550 · Medical supplies & Materials	3,699.52
Bound Tree Medical	Simulators (3)	5140569 · Training	2,237.01
Buzick	Nuts/Bolts	5140334 · Building maintenance supplies	14.89
Chase Card Services	Vehicle maintenance supplies	5140340 · Vehicle Maintenance & Repairs	251.70
Chase Card Services	Kitchen and building supplies, toboggans	5140441 · Supplies and Equipment	328.41
Chase Card Services	Software, chair, office supplies	5140445 · Office Expense	250.63
Chase Card Services	Toll fees	5140577 · Staff travel	23.22
Cintas	Mats, cleaning and custodial supply	5140441 · Supplies and Equipment	230.50
Compumatic Time Recorders	Annual software agreement	5140441 · Supplies and Equipment	149.00
ESO Solutions Inc	Online Scheduling & Reporting	5140543 · Licenses	110.98
Holt Computers	Create & Delete Email Accounts	5140441 · Supplies and Equipment	80.00
Ky Medicaid Assess	Medicaid Assessment Fee 0225	5140314 · Medicaid Provider Fee	9,584.89
Louisville Metro EMS	CPR cards	5140569 · Training	332.00
NexAir	Oxygen	5140550 · Medical supplies & Materials	504.70
Quick Care Express	Sq 35	5140340 · Vehicle Maintenance & Repairs	1,846.26
S & R Supply	Heater - wash bay	5140334 · Building maintenance supplies	1,433.05
Shred It	Shredding services	5140550 · Medical supplies & Materials	223.90
Waystar	Claims Management Fee	5140320 · Collection services	144.94
Total 09 Ambulance Fund			21,502.10

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**Nelson County Fiscal Court
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Name	Memo	Account	Amount
82 E911			
Brite Wholesale	Lights	5145334 · Central Dispatch Bldg Maint	216.00
Chase Card Services	Safety supplies, postage	5145445 · Office Expense	120.61
Cintas	Bathroom supplies	5145334 · Central Dispatch Bldg Maint	61.80
Holt Computers	IT service support	5145348 · IT Support Services	80.00
Xerox	Copier contract	5145445 · Office Expense	140.38
Total 82 E911			<u>618.79</u>
84 ARPA Grant			
Haydon Materials	Boston Park Project	8099718 02 · Recreation Projects - Boston	215.46
Total 84 ARPA Grant			<u>215.46</u>
13 Solid Waste Fund			
BSM Battery	411 SW Battery	5215443 · Parts	270.00
Buzick	Tiedown	5215443 · Parts	25.99
Chase Card Services	Postage for delinquent accts	5215445 · Office Expense	107.50
Cintas	Uniforms	5215481 · Employee uniforms	321.15
Lasco	Fleet repairs and maintenance	5215443 · Parts	2,267.51
Lasco	415 DAT	5215548 · Deceased Animal Program	461.05
Salt River	Garbage billing services	5215320 · Collection Contracts	14,442.75
Total 13 Solid Waste Fund			<u>17,895.95</u>
15 Landfill Fund			
Boyd Co	Filters	5210443 · Parts	304.16
Boyd Co	420 Backhoe	5210443 · Parts	2,424.53
Buzick	Supplies	5210427 · Main supplies	45.15
Buzick	Shop vac	5210475 · Tools	77.99
Chase Card Services	Tire signage	5210443 · Parts	230.67
Chase Card Services	Office supplies, software	5210445 · Office Expense	164.97
Chase Card Services	CDL prep and testing, fees	5210551 · License, Dues and Fees	1,077.25
Chase Card Services	Safety supplies	5210594 · Crew Safety Equipment	100.94
Cintas	Bathroom and cleaning supplies	5210411 · Custodial supplies	152.67
Cintas	Uniforms	5210481 · Uniforms	288.65
Lasco	Filters	5210443 · Parts	642.98
Lawson Products	Garage supplies	5210427 · Main supplies	2.80
Truck Parts & Service	Parts	5210443 · Parts	53.66
Total 15 Landfill Fund			<u>5,566.42</u>
23 Occupational Tax Fund			
Chase Card Services	Website agreement, postage	5047445 · OLF Office supplies	426.50
Total 23 Occupational Tax Fund			<u>426.50</u>
Bills for Court Approval			<u><u>\$ 275,262.94</u></u>

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**Nelson County Fiscal Court
Additional Bills for Court Approval
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Name	Memo	Account	Amount
01 General Fund			
ADP	Payroll Processing	9100301 · Payroll Processing	\$ 738.56
Buzick	Door repairs and maintenance	5205343 · Shelter Clinic Expense	126.63
Cleaning by Sheree	Janitorial services	5105329 · Law Enforc Bldg Maint Contracts	1,500.00
Cundiff, Leo	Sweep parking lot	5415329 · Civic Center Maint Contracts	100.00
Danville Office	Monthly copier agreement	5115502 · Inspection and Permit Expense	26.95
Danville Office	Monthly copier contract	5205343 · Shelter Clinic Expense	25.00
Friends of Wickland	Wickland Cleaning	5086334 · Wickland Building Maint	183.75
Interstate Security	Video doorbell, install	5415334 · Civic Center Bldg Maint	1,410.00
KACo Insurance	Property additions	9100521 · County insurance	1,269.14
Salt River	Setup electric service	5063578 · Licensing Office Utilities	175.00
Salt River	Setup electric service	5064578 · Comm Atty Utilities	451.65
Thompson, John G	Building inspections	5115348 · Contracted Services	800.00
TK Elevator	Quarterly elevator maint agreement	5081334 · Justice Center Maint Supplies	902.19
Total 01 General Fund			<u>7,708.87</u>
02 Road Fund			
Buzick	Supplies	6105443 · Parts	6.99
Buzick	Keys	6105427 · Garage supplies	8.95
Lawson Products	Drill bits	6105427 · Garage supplies	112.00
Total 02 Road Fund			<u>127.94</u>
03 Jail Fund			
Buzick	Keys	5101334 · Building Maintenance	8.95
Buzick	Saw blades, truck supplies	5101406 · Tools and maint supplies	108.57
Total 03 Jail Fund			<u>117.52</u>
09 Ambulance Fund			
Holt Computers	Remote backup service	5140441 · Supplies and Equipment	100.00
Total 09 Ambulance Fund			<u>100.00</u>
15 Landfill Fund			
Metcalf, Austin	Compactor	5210336 · Equipment Repairs	100.00
Total 15 Landfill Fund			<u>100.00</u>
82 E911			
Interstate Security	Camera service call	5145334 · Central Dispatch Bldg Maint	110.00
Total 82 E911			<u>110.00</u>
Additional Bills for Court Approval			<u><u>\$ 8,264.33</u></u>

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<p>NELSON COUNTY FISCAL COURT FY 2025 Paid Bills/Upcoming Transfers for Court Approval March 4, 2025</p>

Fund/Vendor	Description	Account	Amount
<u>General Fund</u>			
Merchant Pact Services	Credit card fees 0225	5115502 · Inspection and Permit Expense	\$ 44.95
Merchant Pact Services	Credit card fees 0225	5205343 · Animal Control Clinic Expense	44.95
Nelson Co Jail	Transfers from General Fund - Feb 2025	4909 03 · Transfers to Jail	216,000.00
<u>Solid Waste Fund</u>			
General Fund	FY 25 Budgeted Appropriation	4909 01 · Transfers to General Fund	97,000.00
Road Fund	FY 25 Budgeted Appropriation	4909 02 · Transfers to Road Fund	168,000.00
<u>Landfill Fund</u>			
Merchant Pact Services	Credit card fees 0225	5210445 · Office Expense	25.00
<u>Occupational License Fund</u>			
EMS Fund	FY 25 Budgeted Appropriation	4909 09 · Transfers to EMS	450,000.00
TOTAL PAID BILLS AND TRANSFERS			<u>\$ 931,114.90</u>

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NELSON COUNTY FISCAL COURT FY 2025 Employee Reimbursements - paid via Payroll March 4, 2025
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	<u>Description</u>	<u>Account</u>	<u>Amount</u>
<u>General Fund</u>			
Danielle Chladek	Office expenses	5020-445	60.00
<u>Solid Waste</u>			
Grant Wochler	Boot allowance	5215-481	100.00

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NELSON COUNTY FISCAL COURT BUDGET LINE-ITEM TRANSFERS FY 2025
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Account Name	Transfer From/Reduce Budget Amount	Transfer/Add to Budgeted Amount	Amount
GENERAL FUND			
Reserve for emergencies/transfer	9200-999		(258,400.00)
Treasurer Office Expense		5040-445	2,000.00
Licensing Office Expense		5063-446	1,600.00
Licensing Office Utilities		5063-578	2,700.00
Comm Atty Building Maint		5064-334	500.00
Comm Atty Office Expense		5064-445	800.00
Comm Atty Utilities		5064-578	2,600.00
PZ Building Maint		5070-334	500.00
PZ Office Supplies		5070-445	5,400.00
Old CH Renovation		5080-742	2,200.00
Wickland Building Maint		5086-334	500.00
Code Enf Vehicles		5115-723	7,300.00
EMA Grant Equipment		5135-314	46,600.00
Shelter Clinic Expense		5205-343	5,000.00
KIPDA Grant Project		8011-741-01	123,300.00
HVAC - Old Courthouse		8098-711-01	20,000.00
County Insurance		9100-521	2,200.00
Telephones		9100-573	33,200.00
IT Fees and Services		9100-585	2,000.00
ROAD FUND			
Reserve for emergencies/transfer	9200-999		(18,200.00)
Cleaning and custodial supplies		6103-411	500.00
Vehicle Maint and Repair		6105-340	2,000.00
Property Damage Claims		6105-537	100.00
Crew Safety		6105-594	500.00
Road Equipment		6105-713	15,100.00
JAIL FUND			
Reserve for emergencies/transfer	9200-999		-
Jailer Training Incentive		5101-212	3,600.00
Contracts with Other Counties		5101-314	2,100.00
Data Processing Contracts		5101-318	1,300.00
Vehicle Expense		5101-340	4,400.00
Jail Supply and Provisions		5101-446	6,400.00
Building Maint Contracts	5101-329		(13,000.00)
Tools and Maint Supplies	5101-406		(4,800.00)
EMS FUND			
Reserve for emergencies/transfer	9200-999		(2,000.00)
Building Maintenance		5140-334	2,000.00

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NELSON COUNTY FISCAL COURT BUDGET LINE-ITEM TRANSFERS FY 2025
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Account Name	Transfer From/Reduce Budget Amount	Transfer/Add to Budgeted Amount	Amount
<u>LANDFILL FUND</u>			
Reserve for emergencies/transfer	9200-999		(201,700.00)
Custodial Supplies		5210-411	1,500.00
Licenses, Dues and Fees		5210-551	200.00
Landfill Construction		8011-750	200,000.00
<u>OCCUPATIONAL LICENSE FUND</u>			
Office Supplies		5047-445	400.00
Equipment Maint		5047-336	(400.00)
<u>911 EMERGENCY DISPATCH</u>			
Reserve for emergencies/transfer	9200-999		(2,200.00)
IT Support Services		5145-348	500.00
E911 Operations Expense		5145-446	500.00
Utilities		5145-578	1,200.00
<u>ARPA FUNDS</u>			
Reserve for emergencies/transfer	9200-999		-
HVAC Equipment		8099-711	(220,000.00)
Contract Paving		6105-311	210,950.00
Radio Equipment		8099-703	9,050.00

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Amendment #01

AN ORDINANCE relating to the annual budget and amendment thereof:

Whereas the County of Nelson received additional revenue from State Grants, reimbursements, excess fees, and prior year surplus funds, be it ordained by the Fiscal Court of County of Nelson, Commonwealth of Kentucky:

Section One: The budget for fiscal year 2025 is amended to:

A. Increase/(decrease) revenues in the following funds to recognize revenue changes:

Account	Description	Amount
01-4409	PZ Excess Fees	35,000.00
01-4510-17	Election Grants	21,000.00
01-4612-05	Animal Shelter Grants	15,500.00
01-4726	Insurance Proceeds	61,000.00
01-4727	Reimbursements	28,500.00
01-4773	WC Insurance Refund	64,000.00
01-4901	Budgeted Carryover Fund Balance	87,000.00
02-4518	County Road Aid	289,000.00
02-4726	Insurance Proceeds	100,000.00
02-4901	Budgeted Carryover Fund Balance	86,000.00
03-4534	Jail Medical	26,600.00
03-4703	Canteen Reimbursement	13,500.00
09-4726	Insurance Proceeds	36,300.00
84-4901	Budgeted Carryover Fund Balance	48,905.35

B. Increase/(decrease) expenditure account(s):

01-5070-364	PZ Rent Expense	16,800.00
01-5070-578	PZ Utilities	6,100.00
01-5086-571	Wickland Repairs/Renovation	35,000.00
01-5105-723	Law Enforcement Vehicles	51,000.00
01-5205-446	Animal Shelter Grant Projects	15,500.00
01-9200-999	Reserved for Transfer/Emergency	187,600.00
02-6105-311	Contract Paving	24,000.00
02-6105-592	Vehicle Damage Claims	85,000.00
02-9200-999	Reserved for Transfer/Emergency	366,000.00
03-9200-999	Reserved for Transfer/Emergency	40,100.00
09-5140-340	Vehicle Maint and Repairs	36,300.00
84-9200-999	Reserved for Transfer/Emergency	48,905.35

Section Two: The amounts adjusting the receipt and expenditure accounts in Section One are for governmental purposes.

Approved by the Fiscal Court of Nelson County, Kentucky on March 4, 2025.

Signed [Signature]
County Judge Executive

Approved as to form and classification on _____

Signed _____
State Local Finance Officer

This budget ordinance amendment was duly adopted by the Fiscal Court of Nelson County, Kentucky on _____

Signed _____
County Judge Executive

Return one copy to the State Local Finance Officer within fifteen days of adoption.

FISCAL COURT ORDERS

MARCH 4, 2025

BOOK 47

REGULAR SESSION OF NELSON FISCAL COURT

PAGE 419

9:00 AM

Form For Budget, Cumulative Quarterly Report and Annual Settlement For Calendar Year 2024

Nelson County Clerk

SETTLEMENT Part One - Summary and Reconciliation of All Accounts

Show & Describe All Accounts	Volume 1		Volume 2		Volume 3		Volume 4		Volume 5	
	2024 Fee Account Budget Estimate	2024 Fee Account Cumulative Actual	HBI GRANT Account (NOT FEE ACCOUNT)	Account (NOT FEE ACCOUNT)	Account (NOT FEE ACCOUNT)	Account (NOT FEE ACCOUNT)	Account (NOT FEE ACCOUNT)	Account (NOT FEE ACCOUNT)	Account (NOT FEE ACCOUNT)	
1. Receipts YTD	\$18,647,386.00	\$17,899,114.26	\$129,659.62							
2. Total Disbursements YTD	\$18,122,856.54	\$17,309,947.37	\$11,276.44							
3. Book Balance/Excess Fees	\$526,629.46	\$590,166.89	\$18,383.18							
4. Bank Statement Balance										
5. Plus Deposits in Transit										
6. Less Outstanding Checks										
7. Other										
8. Reconciled Bank Balance		\$0.00								
9. Accounts Receivable as of 12/31										
10. Unpaid Obligations as of 12/31										
11. Excess Fees		\$595,166.89								

Instructions: This form is the required format for the budget and the quarterly report. RETURN: After completing the budget estimate - volumes of Parts One - Two and Three, submit to the fiscal court for approval by January 15th and following approval submit to the state local finance officer. QUARTERLY REPORT: The quarterly report is cumulative. Show the status of all funds in the official change during calendar year to date in Part One. Line 1. Show total receipts on a cash basis for the year to date for all accounts. Show current year fee account in COLUMN 2 as calculated in Part Three of report. Line 2. Show total disbursements on a cash basis for the year to date for all accounts. Show current year fee account in COLUMN 2 as calculated in Part Three of report. Line 3. Show difference between lines 1 and 2 for all accounts. Line 4. Show bank statement balance(s) at close of quarter. Line 5. Show total deposits made prior to close of quarter from all accounts. Line 6. Show total amount of checks issued prior to close of quarter that are not reflected in bank statement. Line 7. Show total amount of checks issued prior to close of quarter that are not reflected in bank statement. Line 8. Show total amount of checks issued prior to close of quarter that are not reflected in bank statement. Line 9. Complete for quarter ending 12/31. Show calculation in Part Three of report. Line 10. Complete for quarter ending 12/31. Show line 8 adjusted for lines 5, 6 and 7. Line 11. Complete for quarter ending 12/31. Show line 8 adjusted for lines 5 and 7. All data to be shown in Part Four. Report due to: State Local Finance Officer, 1024 Capital Center Drive, Suite 540, Franklin, KY 40601-8504 by the 15th day following the close of each quarter. Fax # 606-575-5712 / RA # 502-575-5710.

Approved by the fiscal court on the 4 day of March, 2025
 County Judge/Executive _____ Date _____

To the best of my knowledge the information reported herein for the budget/quarter ended 12/31/2024 is accurate and complete.
 Signature of County Clerk Paule Hule Siddons Date 3/4/2025

FISCAL COURT ORDERS

MARCH 4, 2025

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REGULAR SESSION OF NELSON FISCAL COURT

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01/11/2025 09:11:00 AM

Part Two Receipts	Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	Accounts Receivable 12/31	Settlement Total
1. Federal Grants/Reimbursements								
2. State Grants								
3. State Fees For Services								
4. Fiscal Court	\$3,000.00	\$750.00	\$750.00	\$750.00	\$750.00	\$3,000.00		
5. Revenue Supplement (< 20,000 pop)								
6. Licenses and Taxes								
7. Motor Vehicle:								
8. License and Transfers	\$2,300,000.00	\$826,942.26	\$538,762.91	\$396,315.51	\$311,518.73	\$2,073,539.41		
9. Sage Tax	\$7,300,000.00	\$1,545,031.58	\$1,828,229.93	\$1,944,999.11	\$1,609,554.04	\$6,927,814.66		
10. Tangible Personal Property Tax	\$7,000,000.00	\$2,303,526.96	\$1,799,697.56	\$1,436,123.00	\$1,227,051.18	\$6,826,398.70		
11. All Other Fees (licen, notary, etc)	\$45,000.00	\$11,773.40	\$12,106.46	\$10,162.43	\$10,189.22	\$44,231.51		
12.								
13. Licenses (water)								
14. Housing & Trust	\$55,000.00	\$11,400.00	\$12,654.00	\$13,596.00	\$12,012.00	\$49,662.00		
15. Marriage	\$3,300.00	\$1,120.00	\$3,720.00	\$3,760.00	\$3,120.00	\$11,720.00		
16. Handicap Mercs	\$4,400.00	\$960.00	\$940.00	\$1,280.00	\$1,340.00	\$4,320.00		
17. Beer & Liquor								
18.								
19. 1911 Fees	\$3,636.00		\$2,316.00	\$1,248.00	\$72.00	\$3,636.00		
20. Ined Transfer Tax	\$440,000.00	\$61,519.50	\$97,636.00	\$93,810.00	\$78,717.00	\$31,682.50		
21. Delinquent Taxes	\$469,000.00	\$48,661.53	\$211,859.00	\$157,953.60	\$100,740.80	\$509,214.63		
22. Fees Collected for Services								
23. Recordings:								
24. Deeds, Payments, Power of Atton	\$75,000.00	\$16,823.00	\$21,310.00	\$20,235.00	\$18,983.00	\$77,351.00		
25. Real Estate Mortgages	\$160,000.00	\$33,086.00	\$39,296.00	\$44,659.00	\$37,863.00	\$154,904.00		
26. Charitel Mortgages & Financing S	\$110,000.00	\$22,356.00	\$29,946.00	\$31,086.00	\$24,038.00	\$107,428.00		
27. Document Storage	\$85,000.00	\$19,610.00	\$22,450.00	\$23,850.00	\$21,260.00	\$87,270.00		
28. All Other Recordings	\$15,000.00	\$27,278.00	\$26,528.00	\$35,567.00	\$26,292.00	\$115,662.00		
29. Charges for Other Services								
30. Copywork & Website Fees	\$5,000.00	\$839.50	\$614.00	\$720.00	\$630.50	\$2,824.00		
31. Tax Bills	\$15,000.00	\$0.00	\$9,477.30	\$0.00	\$8,883.18	\$17,860.48		

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Part Two (continued)		Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	Accounts Receivable 12/31	Settlement Total
Receipts									
32. Other: (describe)									
33. Plection & Candidate Filing	\$19,000.00	\$20.00	\$1,251.00	\$18,078.50	\$0.00	\$0.00	\$19,999.50		
34. Miscellaneous Refunds	\$20,000.00	\$5,270.91	\$2,397.02	\$13,962.47	\$70.00	\$12,078.15	\$19,676.06		
36. Interest Earned	\$520,000.00	\$12,060.01	\$13,962.47	\$475,664.25	\$8,888.65	\$510,375.38	\$544.43		
37. Total Receipts	\$450.00	\$44.23	\$126.16	\$185.53	\$188.51	\$3,513,919.66	\$17,899,114.26		
38. Petty Cash	\$18,647,986.00								
39. Borrowed Money									
40. Total Receipts	\$18,647,986.00	\$4,019,094.88	\$4,676,026.81	\$4,770,072.91	\$3,513,919.66	\$17,899,114.26			
Part Three									
Disbursements		Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	12/31 Unpaid Obligations	Settlement Total
Required Payments									
1. Payments to State (describe)									
2. Motor Vehicle:									
3. Licenses & Transfers	\$1,600,000.00	\$474,209.12	\$556,250.05	\$293,754.70	\$297,198.04	\$1,660,371.91			
4. Usage Tax	\$6,300,000.00	\$1,498,680.62	\$1,774,296.76	\$1,898,637.16	\$1,561,252.88	\$6,719,866.42			
5. Tangible Personal Prop Tax	\$2,800,000.00	\$845,418.34	\$683,071.29	\$569,030.68	\$474,214.73	\$2,672,635.04			
6. Licenses: (describe)									
7. Housing & Trust	\$48,000.00	\$11,400.00	\$12,654.00	\$13,506.00	\$12,012.00	\$49,662.00			
8. Marriage Licenses									
9. Handicap Placards	\$3,500.00	\$624.00	\$736.00	\$1,104.00	\$992.00	\$3,456.00			
10. Delinquent Tax	\$47,000.00	\$1,793.79	\$2,431.91	\$15,282.80	\$7,800.44	\$30,408.94			
11. Legal Process Tax	\$50,000.00	\$8,143.46	\$11,026.52	\$11,375.80	\$9,383.29	\$39,929.06			
12. Tax Bills	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
13. Payments to Fiscal Court (describe)									
14. Tangible Personal Property Tax	\$830,000.00	\$274,260.48	\$213,081.28	\$176,497.55	\$143,206.80	\$806,986.11			
15. Delinquent Tax	\$56,000.00	\$1,262.53	\$2,239.39	\$17,334.46	\$8,949.67	\$36,786.05			
16. Deed Transfer Tax	\$300,000.00	\$58,434.62	\$92,754.20	\$89,119.50	\$74,781.15	\$315,098.37			
17. PPI Fees	\$3,636.00	\$0.00	\$2,316.00	\$1,248.00	\$72.00	\$3,636.00			
18. Document Storage	\$85,000.00	\$19,610.00	\$22,450.00	\$23,950.00	\$21,260.00	\$87,270.00			

* Copy the figure shown on line 40 in the Budget Estimate column to the Summary on page 1, column 1, line 1. Copy the figure shown on line 40 in the Total YTD column to page 1, column 2, line 1. Copy the figure shown on line 40 in the Accounts Receivable column to line 12/31 (copy only) to page 1, line 9.

FISCAL COURT ORDERS

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Part Three (continued)		Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	12/31 Unpaid Obligations	Settlement Total
Disbursements									
46.	Rental/Lease Agreements	\$25,000.00	\$1,437.66	\$892.51	\$1,065.28	\$930.01	\$4,265.46		
47.									
48. Supplies & Materials (described)									
49.	Office Supplies	\$40,000.00	\$1,859.17	\$10,185.25	\$3,874.66	\$8,107.25	\$24,026.33		
50. Other Charges (described)									
51.	Refunds	\$520,000.00	\$12,060.01	\$13,962.47	\$475,664.25	\$6,688.65	\$510,375.38		
52.	Conventions & Travel	\$2,500.00	\$0.00	\$241.48	\$779.00	\$854.36	\$1,874.84		
53.	Fees & Miscellaneous	\$25,000.00	\$8,654.00	\$0.00	\$0.00	\$11,876.08	\$20,510.08		
54.	Postage	\$25,000.00	\$2,085.27	\$4,000.00	\$4,259.38	\$8,039.00	\$18,383.65		
55.	Repairs / Maintenance	\$5,000.00	\$105.00	\$257.00	\$80.00	\$60.00	\$502.00		
56.	Insufficient Funds	\$4,000.00	\$6,230.02	(\$4,157.84)	(\$180,761)	(\$751,860)	\$1,159.56		
57. Debt Service (Interest/Principal/penalty)									
58.	Principal on Note								
59.	Interest								
60.	Computer Lease								
61. Capital Outlay (straight purchase or tangible item, listing in notes)									
62.	Office Equipment	\$10,000.00	\$0.00	\$2,400.00	\$0.00	\$2,447.00	\$4,847.00		
63.	Vehicle								
64.	Uniforms	\$2,700.00	\$0.00	\$2,606.00	\$0.00	\$0.00	\$2,606.00		
65.									
66.									
67. Total Official Expenses		\$1,740,220.54	\$4,562,848.25	\$4,622,571.56	\$4,634,315.30	\$3,484,212.26	\$17,303,947.37		
Enter office that fee paid per fees to courts prior to December 31, or courtier over 70,000 in population, show payments made on lines 65 and 66.									
68. Payments to County Treasurer									
69. Payments to State Treasurer									
70. Total Disbursements		\$18,122,356.54	\$4,562,848.25	\$4,622,571.56	\$4,634,315.30	\$3,484,212.26	\$17,303,947.37		

*Copy the figure shown on line 70 in the Budget Estimate column to the Summary on page 1, column 1, line 2. Copy the figure shown on line 70 in the Total YTD column to page 1, column 2, line 2. Copy the figure shown on line 70 in the "Input column line for 12/31" (page 10) to page 1, line 10.

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MARCH 4, 2025

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12/14/2021 Rev. 10/20

Part Four - Liabilities Outstanding

Form For Budget, Cumulative
Quarterly Report and Annual
Settlement For Calendar Year
2022

Quarter ending _____

Multi-year Issues	Issue	Issue	Totals
Where Budgeted	Rental/Maint	Rental/Main	
Description	postage meter	copier	
Term (# of Years)	5	5	
Current Interest Rate			
Issue Date	11/18/2020	12/31/2022	
Total Principal Amount			
Total Interest Amount			
Total Issue			
Principal Balance Remaining			
Interest Balance Remaining			
Less Reserve Earnings			
Net Outstanding	\$1,470.00	\$2,354.40	\$3,824.40
Next Payment Date	monthly	monthly	
Next Payment Amount	\$147.00	\$65.40	
Final Payment Date			
Short Term Liabilities	Issue	Issue	
Where Budgeted			
Description			
Term			
Current Interest Rate			
Issue Date			
Total Principal Amount			
Total Interest Amount			
Total Issue			
Principal Balance Remaining			
Interest Balance Remaining			
Total Outstanding			
Next Payment Date			
Next Payment Amount			
Final Payment Date			
Total Outstanding Debt	If no outstanding advances, loans, leases, or other debt, show "0.00"		

Comments:

FISCAL COURT ORDERS

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Organizational Chart



JAILER JUSTIN HALL

Renewed:

810 W Stephen Foster Ave
Bardstown, KY 40004

FISCAL COURT ORDERS

MARCH 4, 2025

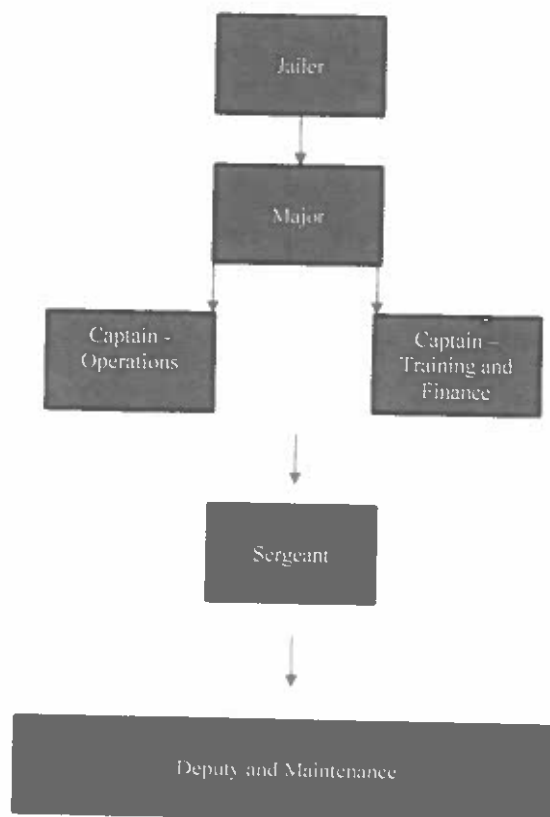
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Nelson County Correctional Center
Organizational Chart



FISCAL COURT ORDERS

MARCH 4, 2025

BOOK 47

REGULAR SESSION OF NELSON FISCAL COURT
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Personnel Policy and Procedure Employee Handbook



JAILER JUSTIN HALL

Renewed:

810 W Stephen Foster Ave
Bardstown, KY 40004

FISCAL COURT ORDERS

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Policy and Procedures

2025 - 2026



JAILER JUSTIN HALL

Renewed:

810 W Stephen Foster Ave
Bardstown, KY 40004

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INMATE HANDBOOK

JAILER JUSTIN HALL

Renewed:



810 W Stephen Foster Ave.
Bardstown, KY 40004

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<p>NELSON COUNTY CORRECTIONAL CENTER 810 W. STEPHEN FOSTER AVE. BARDSTOWN, KY 40004-1330</p>	<p>3/4/2025</p>	Date
<p>Pay to the Order of Nelson County Fiscal Court</p>	<p>\$ 7190.61</p>	
<p>Seven thousand one hundred ninety + $\frac{61}{100}$</p>	Dollars	
<p>For Feb 2025 Fees Collected</p>		

<p>NELSON COUNTY CORRECTIONAL CENTER 810 W. STEPHEN FOSTER AVE. BARDSTOWN, KY 40004-1330</p>	<p>3/4/2025</p>	Date
<p>Pay to the Order of Nelson County Fiscal Court</p>	<p>\$ 13611.76</p>	
<p>Thirteen thousand six hundred eleven + $\frac{76}{100}$</p>	Dollars	
<p>For Jan 2025 Fees Collected</p>		

<p>NELSON COUNTY CORRECTIONAL CENTER 810 W. STEPHEN FOSTER AVE. BARDSTOWN, KY 40004-1330</p>	<p>3/4/2025</p>	Date
<p>Pay to the Order of Nelson County Fiscal Court</p>	<p>\$ 15000.00</p>	
<p>Fifteen thousand + $\frac{00}{100}$</p>	Dollars	
<p>For Nisk Program Agreement</p>		

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9:00 AM

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Justin Hall, Jailer
810 West Stephen Foster
Bardonia, Kentucky 40004
Phone (502) 348-1860
Fax (502) 348-1853
www.nelsoncountysa.gov

Mercer County and Nelson County Inmate Agreement

This agreement is entered into on this 1st day of March 2025, between Mercer County, Kentucky, hereinafter referred to as the "First Party," and Nelson County Correctional Center, hereinafter referred to as the "Second Party."

WHEREAS, the Second Party, by authority vested in the Jailer under KRS Chapter 71, authorizes the Nelson County Correctional Center to enter into an agreement for the care and custody of inmates who may be committed by the Judge(s) of the First Party's County; and

WHEREAS, the Second Party is willing to provide care and control of those persons committed.

NOW THEREFORE, the parties agree that the Second Party shall provide adequate care and control at the Nelson County Correctional Center for the First Party for the sum of \$32.00 per day for male inmates and \$32.00 per day for female inmates, payable by the First Party.

This per day charge shall apply for each calendar day a county prisoner is housed, starting from the calendar day the prisoner is booked, even if it is one minute before midnight, regardless of whether a prisoner is held for all or part of the day or is released immediately after being booked in, and ending on the calendar day of the county prisoner's release, even if it is one minute after midnight.

The Second Party has the right to refuse to accept any prisoner, including but not limited to the following situations: (1) when the jail becomes dangerously overpopulated (30% or higher over population); (2) when a prisoner needs immediate medical, serious medical, or psychological treatment; and (3) when a prisoner poses a risk to the security of the Nelson County Correctional Center.

The Second Party shall submit a monthly billing invoice to the First Party for whom the Nelson County Correctional Center is housing county prisoners, and the First Party shall promptly pay the amount due to the Nelson County Fiscal Court.

The First Party shall be responsible for paying all necessary healthcare provided to all prisoners while housed at the Nelson County Correctional Center, including but not limited to the cost of medication, doctor bills, dental bills, hospital bills, ambulance bills, etc.

The Second Party shall be allowed to charge the county prisoner the same fees approved by the Nelson County Fiscal Court.

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The Second Party shall transport and provide security for prisoners of the First Party for the purpose of obtaining routine and emergency medical treatment; however, the First Party shall reimburse the Second Party for the cost of providing security personnel for the prisoners of the First Party who are admitted to the hospital at a rate of \$24.93 per hour. The Second Party will not start billing for the hospital stay until the prisoner has been admitted for 8 hours. Furthermore, in the event a prisoner from the First Party is admitted to the hospital or requires psychiatric treatment outside of Nelson County, it shall be the responsibility of the First Party to either provide transportation and/or security personnel or reimburse the Nelson County Correctional Center for the cost of providing transportation and/or security personnel.

It shall be the responsibility of the First Party to provide transportation and/or security personnel for court appearances by their own county prisoners in the District and Circuit Courts of the County of the First Party.

In the event of an emergency evacuation or relocation, the First Party may be required to provide additional security personnel to the Nelson County Correctional Center until the Nelson County Correctional Center has accepted custody of all prisoners relocated from its facility.

This agreement can be terminated by any party by written notice to the other parties with a 60 day notice, signed by either the Judge Executive and/or the Jailer of the Terminating County.

The contract is to be reviewed and renewed annually.

Witnessed our hand this day of 2025.

Second Party:

 
Tigi Hutchins, Nelson County Judge Executive / Date Justin Hall, Nelson County Jailer / Date

Witness: 3/4/2025 Carol Briga
Name / Date

First Party:

 3/3/2025  3/3/25
Mercer County Judge Executive / Date Mercer County Jailer / Date

Witness: Witnessed on 3/3/25
Name / Date

FISCAL COURT ORDERS

MARCH 4, 2025

BOOK 47

REGULAR SESSION OF NELSON FISCAL COURT
9:00 AM

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List Of New Employee(s)

Employee:	Job Title:	Part Time/Full Time
Dispatch		
Emily Carter	Dispatcher	Part Time
Ashton Newton	Dispatcher	Part Time