

Hancock County Board of Commissioner's Minutes

January 19, 2016

Commissioners met in regular session. Those present were Commissioner Brad Armstrong,

President, Commissioner Marc Huber, Vice President and Commissioner Tom Stevens.

Auditor Robin D. Lowder and Deputy Auditor Emily R. Moore were also present.

Hancock County Board of Commissioner's meeting began at 8:00 a.m.

Attorney Ray Richardson arrived at 8:25 a.m.

Highway Department

County Engineer Gary Pool appeared before the Hancock County Board of Commissioners to discuss:

Signatures-

Bridge Painting Contract- Hancock County Engineer Gary Pool appeared before the Commissioners to request signing of a Bridge Painting Contract with United Consulting for an amount of \$11,200. (Bridge #105 which carries CR 900 E over Blue River.) Commissioner Stevens moved to sign an engineering agreement from United Consulting for specs on bridge painting (Bridge #105) with a not to exceed amount of \$11,200 to be paid for out of Cum Bridge and a LPA consulting agreement to fund federal share of this agreement. Commissioner Huber seconded. Motion carried. 3/0.

Credit Application- Hancock County Engineer Gary Pool appeared before the Commissioners to request signing of a credit application with BBC Pump and Equipment Company Incorporated. (BBC helped work on the lift station at the Round a Bout.) Commissioner Stevens moved to execute a credit sales application with BBC Pump and Equipment Company Incorporated. Commissioner Huber seconded. Motion carried 3/0.

Contract Renewal- Hancock County Engineer Gary Pool appeared to recommend extending our crack seal contract with Dave O'Mara Contractor, Inc. with a price for crack sealing of \$1.10 per foot and presented a letter for signing. (no change from previous contract) Commissioner Stevens moved to extend our contract with Dave O'Mara Contractor, Inc. for crack sealing of \$1.10 per ft. Commissioner Huber seconded. Motion carried 3/0.

Purchase Order Closing for Bridge 145- Hancock County Engineer Gary Pool appeared before the Commissioners to request closing of the Purchase Order for Bridge 145. (600 W across from Doe Creek Elem. / DES 0801064) Commissioner Stevens moved to close the purchase order on Bridge 145. Commissioner Huber seconded. Motion carried 3/0.

Drug Testing Policy- Hancock County Engineer Gary Pool appeared before the Commissioners to inform them of a change for the Department of Transportation Drug Testing Policy. 25% of personnel will randomly be tested every quarter instead of the previous 50%. Engineer Gary Pool stated that he is tested every time.

RFP for Bridge 91- Hancock County Engineer Gary Pool appeared before the Commissioners to inform them that RFP for Bridge 91 Construction Inspection is out. The letters of interest should be in and they'll review and select someone for inspection.

Additional Appropriation Request (All from MVH)- Hancock County Engineer Gary Pool appeared before the Commissioners to request permission to go to Council and seek permission for additional appropriations all from MVH.

- \$50,000 SR 9 500N Properties

- \$50,000 Interchange Study

- \$35,000 Distributer Truck (Loss time on chip seal)

- \$27,000 Sign Project CE 1383061

Commissioner Stevens moved to authorize the Hancock County Highway Department to go to Council and request additional appropriations as specified. Commissioner Huber seconded. Motion carried 3/0.

Cash Balance in MVH- Hancock County Gary Pool appeared before the Commissioners to provide information. HC Engineer stated that the Highway Department will use part of the cash balance in MVH. There will still be a buffer in the account but the Highway Department will put together a larger project to be contracted out. (neighborhood work, cut out pot holes, etc.)

Drainage

Drainage on Edge of Road/700 W & N of 300 S- Steve Turner appeared before the Commissioners to voice his concerns and to request something to be done about the surface drain and the drainage on the edge of the road. (700 W & N of 300 S) Mr. Turner stated that he has spoken with and worked with County Surveyor Susan Bodkin and County Engineer Gary Pool. He stated that he has been very happy with their response but feels he needs to get this matter dealt with. Mr. Turner would like the ditch cleaned up so that the flow would work better and remove the water at a more rapid pace. (ditch reconstructed) After a discussion between Mr. Turner and the Commissioners it was decided to ask Hancock County Engineer Gary Pool for a report on this ditch and his recommendation.

Surveyor's Office

George C Scott Regulated Drain- Chad Coughenour appeared before the Commissioners to request that Hancock County partner with the Drainage Board to repair the four crossings that take place with County roads. (200 N, 600 E, 250 N, & 300 N) There is a hearing scheduled to reconstruct and the Surveyor's Office would like it in the minutes that there is a cost share with the Hancock County Highway Department. Commissioner Stevens moved we partner with the Hancock County Drainage Board to repair the four (200 N, 600 E, 250 N, & 300 N) crossings with county roads that takes place on the George C Scott Regulated Drain. Commissioner Huber seconded. Motion carried 3/0.

Hancock County Sheriff's Department

Jail Study Proposal- Roger Stephens and Joe Mrak from RQAW Consulting Engineers & Architects, 10401 N Meridian Street Indianapolis IN 46290, appeared before the Commissioners to present a proposal for a Hancock County Jail Feasibility Study Update. The total cost of the study is \$8,000. (\$7,000 study - \$1,000 fee) RQAW will bring past studies up to date, update projections, and validate projections. RQAW has requested that there be a single point of contact. Commissioners decided that Brad Armstrong will be the Commissioners point of contact and to also have a point of contact at the Sheriff's Department who will be named at a later time. Commissioner Stevens moved to accept the proposal from RQAW for an update of jail study in an amount not to exceed \$8,000 which is \$7,000 for professional fees and \$1,000 for reimbursable. Commissioner Huber seconded. Motion carried 3/0.

IT Department

IT/Employee- Bernie Harris appeared before the Commissioners to request to be able to advertise for an additional IT Employee. After a discussion between Commissioners and Bernie Harris the Commissioners decided to allow Mr. Harris to look for an employee, determine salary, and to advertise for an IT employee. Commissioner Huber moved to authorize Bernie Harris to advertise for an additional IT employee. Commissioner Stevens seconded. Motion carried 3/0.

Plat Signatures

James Roy Thomas ROW Dedication- Phil Goings appeared before the Commissioners to request James Roy Thomas Plat Signatures and to dedicate 50' ½ Right of Way off of 750 N. Commissioner Stevens moved approval of dedicated ROW for James Roy Thomas of 50' ½ ROW off of 750 N. Commissioner Huber seconded. Motion carried 3/0.

Hancock County Board of Finance Meeting

Recess- Commissioner Stevens moved to recess the Hancock County Board of Commissioners' meeting at 8:32 a.m. Commissioner Huber seconded. Motion carried 3/0.

Reconvene- Commissioner Armstrong, President reconvened the Hancock County Board of Commissioners' meeting at 8:38 a.m.

Emergency Operation Center

InterAct CAD Project/Computer Monitors- John Jokantas appeared before the Commissioners to request acceptance of a quote from CDW for 16 wide-screen monitors to complete the dispatch console set-up for the InterAct CAD project. Commissioner Stevens moved acceptance of a quote from CDW for 16 monitors at \$134.48 per piece for a total not to exceed amount of \$2,151.68 to be paid out of 911 CCD. Commissioner Huber seconded. Motion carried 3/0.

Assistance to Firefighters Grant- John Jokantas appeared before the Commissioners to request their support for when he appears before the Council to request funding of the county's local match. Commissioner Stevens moved the Board support the participation of the Firefighters Grant and authorize support to appear before Council if Grant is funded to pay our local match portion of \$63,000. Commissioner Huber seconded. Discussion: John Priore questioned who would own the equipment purchased with the Grant money and where it would be housed. John Jokantas stated that all equipment would be owned by the City of Greenfield but that the equipment used by HC E-911 would be housed at our facility. Motion carried 3/0.

Air Conditioner Replacement- John Jokantas appeared before the Commissioners to request replacement of air conditioner located in the server room of E-911. Commissioner Stevens moved to allow E-911 to accept the lowest quote for replacing of an air conditioner in the server room of E-911 for an amount not to exceed \$12,000 to be paid out of Building Maintenance. Commissioner Huber seconded. Motion carried 3/0.

Medical Clinic

Hancock County Employee Medical Clinic- Kevin Mandrell and Brian Muckerheide appeared before the Commissioners to present information and contracts for signing. Kevin Mandrell stated that there were an extra 20-25 people that moved to HSA for this next year. Mr. Mandrell presented a contract for VERVE Health. VERVE is a program for health improvement coaching and program integration. There would be 1 day a week coaching available in the Courthouse Annex. The cost associated with this program is \$30,560. Commissioners were asked to provide a private desk area for this person in the Annex. (Commissioners Conference Room?) Kevin Mandrell presented an employer medical clinic services agreement for signing. He also presented a reciprocal agreement for use of employer medical clinic. This agreement outlines the hours to be shared as well as the expense. The previous agreement was for HC to have 10 set hours for \$2,000 a week to be spread between the three clinics. (\$104,000 yearly) The reciprocal agreement includes HC and four other entities. There would be 37 set hours for \$1,800 a week to be shared by all entities to be spread between the three clinics. (\$93,000) This presents a savings of about \$15,000 yearly. All programs will be ready to go February 1, 2016. Kevin Mandrell also presented information on a Hancock HealthWorks Employee Clinic Orientation Meeting that will take place Friday, January 22, 2016 at 7:00, 8:30, and 10:00 am. There was discussion between the Commissioners, HC Attorney Ray Richardson, Mr. Mandrell, and Mr. Muckerheide. Commissioner Stevens moved to accept the Employer Medical Clinic Service Agreement as presented with the exception of the early termination which is in 72-2 where it states that there be 60 days' notice to a 30 day notice to cancel for a 1 year

term beginning 2/01/16 thru 1/31/17 with compensation as stated in Appendix A. Commissioner Huber seconded. Motion carried 3/0. Commissioner Stevens moved approval of the Reciprocal Agreement from Employer Medical Clinic that changes fee structure because of entering agreement with other entities for reduction in fee amount per employee – also with a change of termination date from a 60 day to a 30 day notice (section 1) – Term starting 2/1/16 and ending 1/31/17. This motion being contingent on other entities executing the agreement. Commissioner Huber seconded. Motion carried 3/0. Commissioner Huber moved to enter into the proposal agreement between Hancock County and VERVE Health for a term beginning 2/1/16 and ending 1/31/17 for an amount not to exceed \$30,560 with 30 days written notice of termination. Commissioner Stevens seconded. Motion carried 3/0. Commissioners are signing dirty copies of the proposals today and clean copies will be returned.

Hancock County Transit / Senior Services

4th QTR Signatures- Maureen Valler from Senior Services appeared before the Commissioners to request 4th ATR Signatures for Hancock County Transit for an amount of \$44,815. Commissioner Huber moved to execute signing of claim voucher for Indiana Department of Transportation for an amount not to exceed \$44,815. Commissioner Stevens seconded. Motion carried 3/0. **AS**

Action Items

Claims and Payroll- Commissioner Huber moved approval of the claims and payroll as presented. Commissioner Stevens seconded. Motion carried 3/0.

Minutes- Commissioner Huber moved approval of the January 12, 2016 Commissioners' Minutes as presented and also the correction of the signature page of the January 05, 2016 Commissioners' Minutes. Commissioner Stevens seconded. Motion carried 3/0.

2016 Appointments-

Drainage Board- Commissioner Stevens moves to appoint Ronnie Mohr to a three year term ending December 31, 2019. Commissioner Huber seconded. Motion carried 3/0.

Plan Commission- Commissioner Stevens moved to appoint Dan Cameron to a four year term ending January 21, 2020. Commissioner Huber seconded. Motion carried 3/0.

Board of Health (Health Officer)- Commissioner Stevens moved to certify appointment of Dr. Sandra Aspy for a four year term ending December 31, 2019. Commissioner Huber seconded. Motion carried 3/0.

Certificates of Appointment for Board of Health- Commissioner Stevens moves to certify appointments for Jim Beaver and John Hardin for a four year term ending December 31, 2019. Commissioner Huber seconded. Motion carried 3/0.

Certificate of Appointment for Board of Health- Commissioner Stevens moves to certify appointment for Tom Pearson to complete the term previously held by Susan Condo for a two year term ending December 31, 2017. Commissioner Huber seconded. Motion carried 3/0.

Tourism Commission- Commissioner Stevens move to appoint Sarah Kesterson to a two year term ending December 31, 2017. Commissioner Huber seconded. Discussion: Commissioners discussed how the recommendation came from the Visitor's Bureau and that they had three qualified individuals send resumes. Commissioner Huber stated that he feels that maybe we should have someone on the board that isn't attached to any other board. Motion carried 2/1. Commissioner Huber Nay.

Advisory Board of Citizens Energy Group- Commissioner Armstrong stated that he hasn't found someone to appoint to this board at this time.

Veterans Service Officer- The Commissioners are still considering this appointment.

Ordinance #2016-1B- Commissioner Huber introduced Ordinance #2016-1B an Ordinance requiring the reporting the loss of cash or property.

Juvenile Detention Center Services Contract/Youth Opportunity Center, Inc.- A Juvenile Detention Center Services Contract between the Youth Opportunity Center, Inc. and the Commissioners of Hancock County 2016-2017 Contract was presented to the Commissioners for signing. Commissioner Huber moved to sign the Juvenile Detention Center Services Contract between the Youth Opportunity Center, Inc. and the Hancock County Commissioners. Commissioner Stevens seconded. Motion carried 3/0.

Anthem Dental Contract/Signature Only- The Hancock County Commissioners approved signing of the Anthem Blue Cross and Blue Shield Group Dental Plan Contract at the January 12, 2016 Commissioners' Meeting. The contract was presented for signing only today at the Commissioners' Meeting.

Agent of Record- Insurance Agent Brian Brees requested Walker Associates be removed as Agent of Record. After discussion the Commissioners stated they would only do this if the request came from the Insurance Company not the Agent. Commissioners stated that no action is required.

Tracking Capital Improvements- Commissioner Armstrong stated that he would like to meet with the Hancock County Auditor Robin Lowder and prepare a spreadsheet tracking the Capital Improvements for budgeting purposes.

Job Descriptions for Hancock County Employees- Commissioner Stevens stated that concerning the report recently submitted from Waggoner, Irwin, Scheele, and Associates, INC. about job descriptions still has not been completed by some Hancock County Departments. Commissioner Stevens also stated that he is not willing to authorize department raises without descriptions being completed.

At 11:04 Commissioner Huber moved to recess the January 19, 2016 Hancock County Commissioners' Meeting and to reconvene for the Hancock Economic Development Council Luncheon at Greenfield Banking Company, located at 1920 N State St. Greenfield IN 46140, at 11:00 am on January 20, 2016. Commissioner Stevens seconded. Motion carried 3/0.

The Hancock County Board of Commissioners meeting adjourned from the Hancock Economic Development Council Luncheon at Greenfield Banking Company January 20, 2016 at 1:10 pm.

Hancock County Commissioners

Commissioner Brad Armstrong, President

Commissioner Marc Huber, Vice President

Commissioner Tom Stevens

Attest: _____

Robin D. Lowder
Hancock County Auditor