

## **Hancock County Board of Commissioner's Minutes**

**May 21, 2013**

Commissioners met in regular session. Those present were Commissioner Derek Towle, President, Commissioner Brad Armstrong, Vice President and Commissioner Tom Stevens. Deputy Auditor Trish Seybold was also present.

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

Attorney Ray Richardson arrived at 8:26 a.m.

### **In The Matter of the Highway Department**

Engineer Joe Copeland appeared before the Hancock County Board of Commissioners to discuss the following:

**Sign Replacement** – A new contract for HSIP sign replacement projects was presented to the Commissioners. This is the second contract and will extend completion date to September 1, 2013. Commissioner Stevens moved approval of the contract with Indiana Department of Transportation and Hancock County, DES#1172159. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**M.P.O.** – Commissioner Stevens moved to authorize payment of the local match due to the M.P.O. in the amount of \$6,462.00 for 2014. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Right-of-Way** – The County Engineer request approval to send out RFP's for right-of-way for project at 600 W. and 300 N., segment G and A. Commissioner Stevens moved authorization for the Highway Department to send out RFP's for right-of-way work on two segments G and A. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Reviewer for RFP's** – It was questioned if a third reviewer is needed for the RFP's. Commissioner Armstrong thought two or two plus a Commissioner was needed and the other two Commissioners thought three reviewers were needed. Harold Dungan, who is currently on the Road Advisory Committee, was recommended. Commissioner Stevens moved to allow Harold Dungan to be the third evaluator of proposals. Commissioner Towle seconded the motion. The motion carried 2/1. Commissioner Armstrong opposed.

**Patcher** – The offer made by the Highway Department to Cumberland for a patcher was accepted.

**Bridge# 145** – City/County Utility Reimbursement Agreement between AT&T and the Hancock County Board of Commissioners for the utility work on the Bridge#145 replacement in the amount of \$45,558.25. Commissioner Stevens moved approval of the City/County Utility Reimbursement Agreement for DES#0801064 in an amount not to exceed \$45,558.25 with AT&T subject to approval of the County Attorney. Commissioners Armstrong seconded the motion. The motion carried 3/0.

**Bridge# 2** – located at 600 N. and 400 W. The contract for preliminary Engineering services and part-time construction observation services for the Bridge Replacement of Hancock County Bridge# 2 between Hancock County, Indiana and Clark Dietz, Inc. at a cost for design and road realignment of \$110,100.00 and construction inspection cost of \$28,700.00 with an hourly rate of \$90.00. Commissioner Armstrong discussed if there was a way to bring down inspection costs by doing them in house. Commissioner Stevens moved approval of the LPA consulting contract with Clark Dietz, Inc. for Bridge# 2 for design and inspection for a total amount not to exceed \$138,800.00. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Mohawk Town Festival** - they have requested use of the highway's barricades to shut down the road during the festival. There was discussion as to how this could best be done. Commissioner Stevens moved authorization of use of the Highway Department barricades subject to a plan developed by the County Engineer. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Dust Control Bids** – The bid was opened from Great Lakes Chloride in the amount of \$49,340.00 or \$0.907 per gallon. Commissioner Stevens moved the bid be reviewed by Engineer Joe Copeland for recommendation later in this meeting. Commissioner Armstrong seconded the motion. The motion carried 3/0.

#### **In The Matter of Commissioner's Action Items**

**Minutes** – Commissioner Armstrong moved approval of the minutes for May 7, 2013. Commissioner Stevens seconded the motion. The motion carried 3/0.

**Claims & Payroll** – Commissioner Stevens approved claims and payroll as presented. Commissioner Armstrong seconded the motion. The motion carried 3/0.

#### **In The Matter of Dust Control Bid**

**Bid** – Engineer Joe Copeland recommends the bid from Great Lakes Chloride, Inc. Commissioner Stevens moved to accept the bid of Great Lakes Chloride, Inc. for a total price of \$49,340.00. Commissioner Armstrong seconded the motion. The motion carried 3/0.

#### **In The Matter of Planning Department**

**Notification of Future Public Hearing** – The Commissioners were notified of the public hearing later this month for Contractors Warehouse Ordinance, drafting of the ordinance.

**Rezoning Request** – Dr. Trevor Lloyd-Jones appeared before the Commissioners to explain his proposed use of the property he is trying to receive rezoning for. His request is for zoning to be CC and it is currently CN. When asked why he wanted the Commissioners to initiate the request, he stated it would be beneficial to developers and the County. Commissioner Armstrong moves the Commissioners initiate the rezoning of parcel stated to CC. Commissioner Stevens seconded the motion. Commissioner Towle would like to take time to research the need for change of zoning. Commissioner Stevens moved to table the matter until the next meeting. Commissioner Armstrong seconded the motion. The motion carried 3/0.

#### **In The Matter of Hancock County Clerk**

**ATM** – the company contacted about installing an ATM in the Courthouse and the Annex has not responded as of yet.

**Vote Center** – Approval to put out bids for the Electronic Poll Book System and Optical Scan Ballot System. The Electronic Poll Books will be approximately \$73,000.00 and the Optical Scan Ballot System will be between \$175,000.00 and \$450,000.00. Commissioner Stevens moved to authorize the advertisement to request sealed bids for Electronic Poll Books, Optical Scan Ballot and request the bids be sent to all vendors on file. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**The bid date will be June 18, 2013 at 9:00 a.m.**

#### **In The Matter of Community Corrections**

**Grant** – Pat Powers appeared before the Commissioners to present the Grant Agreement for the Department of Correction Grant for July 1, 2013 to June 30, 2014 for the same amount that was received last year. Commissioner Stevens moved approval of the Grant Agreement EDS# D25-14-022 between Indiana Department of Corrections and the Hancock County Board of Commissioners in the amount of \$593,200.00. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Greenfield Main Street** – Sarah Wolf appeared before the Commissioners to request use of the Courthouse lawn June 1, 2013 for the National Road Yard Sale from 6:00 a.m. to 6:00 p.m. They will clean up afterwards. Commissioner Stevens moved authorization of use of the Courthouse lawn for the National Road Garage Sale on Main Street. Commissioner Armstrong seconded the motion. The motion carried 3/0.

#### **In The Matter of Emergency Operations Center**

**Out of State Travel** – Connie Hoy appeared before the Commissioners to request authorization for out of state travel for three dispatchers, Jason Bonham, John Collins and Alison Stine. They will be traveling to Aniston, Alabama for training on May 28, 2013 to June 1, 2013. Commissioners Stevens moved authorization for out of state travel for the purpose of training for Jason Bonham, John Collins and Alison Stine for a period beginning May 28, 2013 and ending June 1, 2013. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Phone Reimbursement** – Connie Hoy requested approval to turn part of her cell phone bill in for reimbursement due to work calls. The Commissioners asked how this would be documented as to what is used for work and what is used for personal use. The Commissioners will take this under advisement and review the County Policy.

### **In The Matter of Commissioner's 2014 Budget**

The Commissioners reviewed the Commissioners 2014 Budget that is to be presented to the County Council June 12, 2012. The follow items are large Budget amounts and or changes in the 2014 Budget.

**ADA Compliance** – budget over next several years was discussed. The budget for 2014 is \$15,000.

**New Building Costs**-\$15,000 for mowing and \$20,000.00 for snow removal.

**Animal Control** – 60% being \$270,000.00

**Retirement Severance** – Budget transfer due to Severance Sick Pay line item being over extended by \$650.00. Commissioner Stevens moved to transfer \$650.00 from line item 1001.12700.000.0068 Unemployment to line item 1001.13300.000.0068 Severance Sick Pay. Commissioner Towle seconded the motion. The motion carried 2/1. Commissioner Armstrong opposed.

**Dispatchers** – County portion of \$250,000 is in CAGIT.

**Group Insurance**-It was increased by 20% due to Health Care Act and any new hires.

**Circuit Breaker**-\$550,000

**Mental Health Gallahue**-\$8,000 increase

**Non-Navigable Streams**-\$25,000 (put back in Budget from prior years)

Commissioner Stevens moved to send the Commissioner's 2014 Budget to the County Council as amended. Commissioner Armstrong seconded the motion. The motion carried 3/0.

### **In The Matter of Commissioners Action Items**

**Superintendent of Public Instruction** – the report for the Superintendent of Public Instruction was presented to the Commissioners for approval. Commissioner Armstrong moved to approve the report to the Superintendent of Public Instruction as presented. Commissioners Stevens seconded the motion. The motion carries 3/0.

**Indiana Department of Correction** – Inspection of Jail and Staff Report was presented to the Commissioners. The report stated the Hancock County Jail is short of the new standards by twelve employees. The Jail Budget, which is under the Commissioners Budget, will request additional employees. Attorney Richardson will review consequences of not meeting the New Jail Standards.

**Federal Grants** – Commissioner Stevens moved for the County Auditor to distribute to all County Offices, the regulation per SBOA for Federal Grants. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Microsoft Licensing Contract** – Commissioner Armstrong moved approval of the licensing agreement with Microsoft for Volume purchasing. Commissioner Stevens seconded the motion. The motion carried 3/0.

**Bullock/County Land Swap**–Commissioner Stevens instructed County Attorney Ray Richardson to advertise for a public hearing regarding a proposed land swap.

The Hancock County Commissioner’s Meeting adjourned at 10:50 a.m.

Hancock County Commissioners

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Commissioner Derek Towle, President

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Commissioner Brad Armstrong, Vice President

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Commissioner Tom Stevens

Attest: \_\_\_\_\_  
Robin D. Lowder  
Hancock County Auditor