

Hancock County Board of Commissioner's Minutes

December 17, 2013

Commissioners met in regular session. Those present were Commissioner Derek Towle, President, Commissioner Tom Stevens, Vice President and Commissioner Brad Armstrong.

Auditor Robin D. Lowder was also present.

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

Attorney Ray Richardson arrived at 8:31a.m.

Highway Department

Engineers Joe Copeland and Gary Pool appeared before the Hancock County Board of Commissioners to discuss the following:

Pipe Bid - County Engineers Joe Copeland and Gary Pool and County Surveyor Susan Bodkin appeared before the Commissioners to give the recommendation for the Pipe Bid as follows:

Steel, Galvanized, Riveted, 2-2/3x1/2 corr-round & arch to Metal Culverts, Inc.

Steel, Galvanized, Spiral, 2-2/3x1/2 corr-round to St Regis Culvert Inc.

Steel, Galvanized, Spiral, 2-2/3x1/2 corr-arch to Metal Culverts, Inc.

Steel, Aluminized T-II, Riveted, 2-2/3x1/2 corr-round to Metal Culverts, Inc.

Steel, Aluminized T-II, Riveted, 2-2/3x1/2 corr-arch to Metal Culverts, Inc.

Steel, Aluminized T-II, Spiral, 2-2/3x1/2 corr-round to Metal Culverts, Inc.

Steel, Aluminized T-II, Spiral, 2-2/3x1/2 corr-arch to Metal Culverts, Inc.

The Baughman Tile Company as agreed that for the Surveyor's Department there will be an allowance of less than a quarter load can be purchased on the open market.

Commissioner Stevens moved to accept the pipe quotes in accordance to the recommendation of the County Engineer. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Contract Renewals

Contract Renewals:

American Timber Bridge & Culvert, Inc. for treated timber bridge culvert – contract renewal.

Hoosier Pride Excavating, Inc. for Small Equipment Rental-Small Culverts, Tile & Misc. – contract renewal.

A1 Aggregates to IMI, New Point Stone Co., Inc., and CGS Services, Inc.

A2 Liquid Asphalt Materials to Asphalt Materials, Inc.

A3 Asphalt Pavement Materials to CGS Services, Inc. and Milestone Contractors, L.P.

B2 Large Equipment Rental (Including Labor) to A.K. Shannon Excavating, Inc.

B3 Tri Axle Dump Truck Rental to CGS Services, Inc.

Contract carryover already approved needed signatures.

Annual Bids

Commissioner Stevens moved approval of the Annual Bids as follows:

A1 Aggregates to IMI, New Point Stone Co., Inc., and CGS Services, Inc.

A2 Liquid Asphalt Materials to Asphalt Materials, Inc.

A3 Asphalt Pavement Materials to CGS Services, Inc. and Milestone Contractors, L.P. ,

B2 Large Equipment Rental (Including Labor) to A.K. Shannon Excavating, Inc. ,

B3 Tri Axle Dump Truck Rental to CGS Services, Inc.

Commissioner Armstrong seconded the motion. The motion carried 3/0.

Commissioner's Action Items

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

Minutes – Commissioner Stevens moved approval of the Commissioners meeting for December 2, 2013. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Surveyor's Department

Flood Maps – Susan Bodkins appeared before the Commissioners to inform them with the new flood maps, FEMA will need an updated ordinance. Attorney Ray Richardson will prepare the Ordinance #3-17-2014. Attorney Richardson requested the Commissioners review the Ordinance.

Planning Department

Vacation of Right of Way – Mike Dale appeared before the Commissioners with Mr. Fred Printz who is requesting vacation of right of way to clean up his property. The Commissioners are concerned that property behind his will be land locked if the property is ever sold off. They also expressed concern about de-platting the property.

Commissioners C.C.D. Fund

C.C.D. Fund-Bookkeeper Ginny Martin appeared before the Commissioners to discuss the Commissioners C.C.D. Fund. They were asked, by the council, to cut \$116,055.00 to keep the budget at one million dollars. The Commissioners decided to keep the budget as is and ask for the additional \$116,055.00 on January, 2014. Commissioner Stevens moves to stand on the list of CCD in the amount of \$1,116,055.00 and after the first of the year approach the County Council with a request for the additional to be taken out of cash balance carryover from 2013 C.C.D. Funds. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Commissioners Action Items

Pasture Land Lease – the current lease was for 2010-2012. However, it is understood that Earl Giddings has been using the pasture. Commissioner Stevens instructs County Attorney Ray Richardson to write a letter with an invoice for payment with option to continue leasing the pasture. The Commissioners Concur with this.

Juvenile Detention

Juvenile Detention Contract – Wayne Addison appeared before the Commissioners to request the contract with Delaware County be extended an additional two years with the same terms and no additional cost. Commissioner Stevens moved approval of the agreement by and between Youth Opportunity Center, Inc. and the Commissioners of Hancock County for an additional two years at \$100.00 per day. Commissioner Armstrong seconded the motion. The motion carried 3/0

Hancock County Economic Development Commission Appointment

Hancock County Economic Development Commission Appointment – Commissioner Stevens moved to appoint Brad Armstrong to the 2014 Hancock County Economic Development Commission through December 31, 2014. Commissioner Towle seconded the motion. The motion carried 3/0.

County Farm Crop Lease – The already approved County Farm Crop Lease was presented to the Commissioners for their signature.

New Personnel Policy Handbook

The Commissioners requested the Auditor send the following changes to Kent Irwin of Waggoner, Irwin, Scheele & Associates Inc.

Chapter 2: Employment Policies 2.7 Employment Status with recommended verbiage by Kent Irwin. Revision that Auditor's Office maintains all medical files with the exception of CDL files maintained by the Highway.

3.14 Flex Time (Non-Exempt) No Revisions

3.16.1 Non-public Safety Employees Overtime - Actual Hours Worked

3.16.3 Non-public Safety Employees Compensatory Time – Actual Hours Worked

Maximum Compensatory Time for all County employees is 50 hours.

3.4.1 Longevity Pay – Leave out of Policy

4.1 Vacation – No Revisions

4.1.1 Terms and Conditions of Vacation Leave – Revision 90 calendar days

2.18 Full Time to Elected Official Employment – Revision 90 calendar days striking any interruption in County Employment.

4.2 No Revisions

4.10 Same A. Strike what is stricken and add what is shaded. B. Strike what is stricken and add what is shaded.

Attorney Ray Richardson instructed the Commissioners they will need to introduce and must have the final form of the handbook to adopt the Ordinance.

Commissioners Stevens introduced Ordinance 2013-12B, an Ordinance adopting the Hancock County Personnel Policies.

Commissioners Action Items

Payroll – Commissioner Stevens approved payroll as presented. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Veterans Service Officer Request for Conference Funds

Veterans Service Officer – Bob Workman has requested funds to attend a conference in Brownsburg on December 18, 2013 for the registration fee. Commissioner Towle moved to allow the transfer of up to \$200.00 for the purpose of the State Veteran Service Officer to attend the meeting in Brownsburg on December 18, 2013. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Highway/Network Fleet

Network Fleet – The Commissioners have received emails after the contract was signed. Per Attorney Ray Richardson, the emails are requesting we pay shipping even though we agreed not to and they want to charge to a credit card and we do not want that. He instructs the Commissioners not to respond.

At 10:50 a.m. the Hancock County Board of Commissioners Meeting is recessed to reconvene on December 26th, 2013 at 9:00 a.m. at the Commissioners Courtroom at 111 American Legion Place, Greenfield, Indiana, 46140.

Hancock County Commissioners

Commissioner Derek Towle, President

Commissioner Brad Armstrong, Vice President

Commissioner Tom Stevens

Attest: _____

Robin D. Lowder
Hancock County Auditor