

Hancock County Board of Commissioner's Minutes

July 16, 2013

Commissioners met in regular session. Those present were Commissioner Derek Towle, President, Commissioner Brad Armstrong, Vice President and Commissioner Tom Stevens. Auditor Robin D. Lowder was also present.

Hancock County Board of Commissioner's meeting began at 8:01 a.m.

Attorney Ray Richardson arrived at 8:32 a.m.

In The Matter of the Highway Department

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

LPA – Consulting Contract – for work on 600 W. Phase 2-U.S. 40 to Broken Arrow Drive. The contract between Hancock County Board of Commissioners and Butler, Fairman and Seufert, Inc. for right of way acquisition was presented to the Commissioners for approval and signature. The Contract shall not exceed \$185,725.00 with 80% reimbursable net of \$37,145.00. Commissioner Stevens moved approval of the LPA Consulting Contract between the Hancock County Board of Commissioners and Butler, Fairman and Seufert, Inc. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Bridge #114 – Amendment #2 for Bridge #114 with Bernardin, Lochmueller and Associates, Inc. for the redesign of moving the cul-de-sac south twenty feet in the amount of \$1,500.00. Commissioner Stevens moved approval of Amendment #2 for Bridge #114 with Bernardin, Lochmueller and Associates, Inc. in the amount of \$1,500.00. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Bridge #114 – Engineer Copeland requested to begin the appraisal and acquisition of right of way. Engineer Copeland stated he would like to do the bid in December or January. Commissioner Stevens made a motion to begin the appraisal and acquisition of right of way for Bridge #114. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Demolition/Asbestos Inspection – Engineer Copeland would like to proceed with the demolition of the second house south of 300 N. and 600 W. on the east side. The Redevelopment Commission has approved the demolition. It will need an asbestos inspection. Commissioner Stevens moved approval of an asbestos inspection. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Bridge #59 Bids – Bids were received last week at INDOT. The engineer estimate was \$2,370,000.00. Low bid was from Duncan Robertson, Inc. in the amount of \$1,930,993.35 and was awarded the bid.

Sale of Pipe – Jim Cherry wants to buy used culvert pipe, 103" x 71" x 22' long for \$165.00. Commissioner Stevens moved approval to sell used pipe to Jim Cherry as requested. Commissioner Armstrong seconded the motion. The motion carried 3/0.

McKenzie Road Project- The project will be completed by July 30, 2013.

In The Matter of New Offer on 600 W. and 300 N. Property

New Offer-Commissioners received a new offer on the 600 W. and 300 N. property. They recommended staying with their 45 day offer with the addition of: a wider approach, occupancy of site through February 28, 2014, County is not to pay additional cost for the tenant above what the state requires, allow access for utility relocation and the County does not incur additional expenses because of any failures or delays on their part.

In The Matter of Commissioner's Action Items

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

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

Tree Limbs – Arbor Tree to trim trees on Courthouse lawn for an amount not to exceed \$250.00. Commissioner Armstrong moved approval of tree trimming by Arbor Tree in an amount not to exceed \$250.00. Commissioner Stevens seconded the motion. The motion carried 3/0.

Prosecutor's Office Additional Employee- amended Form #144 for Pre-Trial Diversion Fund. The employee will oversee the Pre-Trial Diversion Fund. Commissioner Stevens moved approval of amended Form #144 for \$27,000.00 as revised. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Form #144/Salaries-Form #144/Salaries for County Employees approved as presented.

In The Matter of Crack Seal Bids

Crack Seal Bid – a bid was presented from Reece Seal Coating, Inc. in the amount of \$21,932.00. Commissioner Stevens moved to accept the bid from Reece Seal Coating, Inc. in the amount of \$21,932.00. Commissioner Armstrong seconded the motion. The motion carried 3/0.

In The Matter of Emergency Management

Annual Grant – Larry Ervin appeared before the Commissioners for signatures on the Grant that reimburses for salaries. Commissioner Stevens moved approval of the Grant and they were compliant with the requirements. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Strategic Plan – A review of Emergency Managements plan for the next few years was presented to the Commissioners.

In The Matter of The Pennsy Trail

Pennsy Trail – Contract by and between Hancock County Board of Commissioners and First Group Engineering, Inc. Consulting Engineers for right-of-way study and feasibility study for Pennsy Trail from Cumberland to Greenfield at a cost of \$29,175.00 subject to funding by Tourism Commission. Commissioner Stevens moved approval of the contract in an amount not to exceed \$29,150.00. Commissioner Armstrong seconded the motion. The motion carried 3/0.

In The Matter of Commissioner Action Items

Part Time Employees – The Commissioners request Attorney Ray Richardson prepare an Ordinance for 29 hours to be the maximum hours for part-time.

Compensatory Time Record Form- Commissioners discussed their concern how much financial liability they have in Compensatory Time with County Employees. They requested the Auditor's Office produce a form to track compensatory time on employees. Commissioner Stevens moved approval of a Compensatory Time Record Form to be filled out by Department heads and submitted to the Auditor's Office. Commissioner Armstrong seconded the motion. The motion carried 3/0.

In The Matter of The Auditor's Office

Auditor's Office/Partitions – Partitions are requested to be installed in the Auditor's Office to set up an additional office. Quote from Office 360* was presented to the Commissioners. Auditor will pay for the partitions. Commissioner Stevens moved approval of the renovation of the Auditor's Office as described. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Restore Glass in Auditor's Office Window – Auditor Robin Lowder requested approval to restore the glass in the Auditor's Office inner windows. The Commissioners state that since permission from prior Auditor was not requested of Commissioners to remove the glass Auditor Lowder is fine to restore the glass back to its original state.

In The Matter of The Clerk's Office

Expense- funds are there but need approval for file cabinets \$1,139.99. Approval was granted.

In The Matter of the Election Board

Minutes – The minutes from the Hancock County Election Board’s last two meetings were presented to the Commissioners.

Election Equipment– There was a vast difference in products; it was very difficult to judge. Price ranges from \$18,000.00 to \$20,000.00. Vote Center cost approximately \$100,000.00.

Election Board Member Tom Cone stated when it prints your ballot it will look identical to all of your other ballots you have voted with in the past.

IC 5-22-7-8 lowest responsible and responsive bid. Need of County is a vote center environment. ES&S and RBM met the need for a full Vote Center Environment. Approximate one year lease including services for 2014 for ES&S is \$83,426.00 while RBM is \$92,531.00. The Board recommends ES & S on a one year lease in order to get the Vote Center Concept up and running with least amount of change to the voter. Additional Capital needed will be, required for e-poll books Verizon Contract, computer carts to haul ballot-on-demand printers, tables for e-poll books, tables for Auto-mark machines and Network Cabling for an approximate additional cost of \$18,900.00

In The matter of the Treasurer’s Office

Outside Tax Payment Drop Box – Janice Silvey appeared before the Commissioners to request a drop box for payments and taxes outside of the Courthouse Annex. Commissioner Armstrong moved approval of the drop box. Commissioner Stevens seconded the motion. The motion carried 3/0.

In The matter of IT Department

Basement Storage– Bernie Harris appeared before the Commissioner to request use of extra storage room in the basement. The Commissioners approved the request.

Sheriff’s and IT Department – The Sheriff’s new computer system is \$27,781.00 which includes 3 years maintenance. The EOC system upgrade is \$11, 605.00 and maintenance on hardware and software are \$5,900.00. The E.O.C. is subject to agreement by the city of Greenfield.

In The matter of Plan Department

Driveway – relocation of residential driveway. Michael Mills requested a second driveway. Commissioner Stevens moved approval of the second driveway as requested. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Ordinance No. 2013-7B - Village Green, located at 200 S. and 600 W. and owned by Richman, LLC request zoning be changed from Residential (R-2) to Residential (R2.5). The Ordinance received a favorable recommendation by the Plan Commission. When platted this change will make Village Green, Section 3 zoned R-2.5. Commissioners were concerned about a temporary cul-de-sac. Harold Gibson made provisions to remove the temporary cul-de-sac.

In The Matter of Bond Discussion

The Commissioners discussed if they were open to bonding this year. They felt there was a good possibility a majority of the board will consider bonding.

Public Opinion by John Priore stating he thinks the County has money and doesn't need to bond.

In The Matter of the Sheriff's Department

Termination of Lease Agreement – between Hancock County Commissioners and TBL Services, LLC for a 2004 Crown Victoria, VIN 2FAHP71W24X16640 effective July 20, 2013. Commissioner Stevens moved approval of the termination of lease as presented. Commissioner Armstrong seconded the motion. The motion carried 3/0.

Spring Lake Area- Mike Dale brought to the Commissioners there may be concerns of some citizens about a "Park" that may be used for a ball park some people are not happy with. He just wanted to let them know there could be some controversy coming up on this issue

The Hancock County Board of Commissioners meeting adjourned at 10:23 a.m.

Hancock County Commissioners

Commissioner Derek Towle, President

Commissioner Brad Armstrong, Vice President

Commissioner Tom Stevens

Attest: _____

Robin D. Lowder
Hancock County Auditor