

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

**May 22, 2012**

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

Hancock County Board of Commissioners meeting began at 8:03a.m.

### **In The Matter of Hancock County Capital Improvement Plan**

The Commissioners met with Consultant Greg Guerrettaz of Financial Solutions Group, Inc. The Commissioners had their second Hancock County 5-year Capital Improvement Plan discussion with Mr. Greg Guerrettaz.

#### **The following items were discussed by Mr. Guerrettaz and the Commissioners:**

It was determined the Capital Improvement Plan would be in place for the 2013 Budget.

#### **Tasks that must be done**

##### **1. Identify all Capital Items known as 4000's:**

- (a.) General Fund
- (b.) Highway Fund
- (c.) LOIT/Public Safety Fund
- (d.) EDIT Fund

##### **2. Identify Funding Sources**

- (a.) Mr. Guerrettaz first needs the Commissioners to determine which projects they intend to fund.
- (b.) Commissioners made a request to have Cumulative Bridge separate, since it has a dedicated funding source. Mr. Guerrettaz suggested he could do Cumulative Bridge and Local Road & Street separate in the beginning phases of the plan. The Commissioners agreed with this approach.
- (c.) Commissioner Stevens stated he would like to see other funding sources for payments for large types of equipment, in order to offset truck payments etc. in Motor Vehicle Highway. The goal would be to free up MVH monies for road maintenance. All of the Commissioners agreed with this approach.

### **3. Identify Buildings for the Maintenance Program.**

(a.) Timing/Cost/HVAC/Roofs/Major Structure repair within buildings.

### **4. Facility Plan Review**

(a.) Buildings/how they are utilizing space

(b.) Buildings/ what is the life expectancy

(c.) ADA Compliance/or the Lack of

The Commissioners stated the Prosecutor's Building, Memorial Building, and the Jail would definitely have issues that would need to be addressed.

The Commissioners also stated they had just adopted a New ADA Plan.

#### **Judicial Facility**

A discussion also took place that in a few years the County will need to consider some type of a Judicial Facility. The Commissioners decided they would provide Mr. Guerrettaz with the Hancock County Judicial Facilities Study done by Schenkel Shultz, in May of 2010.

#### **Reserve Cash Balances/Unexpected Expenses**

Mr. Guerrettaz recommended reserve cash balances for unexpected expenses. This is something Hancock County has experienced in the past, as has most Counties.

#### **Future Bonding**

Mr. Guerrettaz and Attorney Richardson discussed with the Commissioners the County has a Bond coming off in 2013. If they want to take advantage of this window, they will need to start by July 1, 2012 and have it completed no later than December, 31 2012.

The Commissioners and Mr. Guerrettaz will meet when scheduling allows.

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

**Bridge# 145 right- of- Way-** Engineer Joe Copeland requested permission from the Commissioners to make an offer to purchase right-of-way from parcel# 1, owned by Doe Creek School Building Corporation, for a total appraised value of \$9,695.00. Parcel# 3, owned by William A. & Deanna Lynn Kivett for a total appraised value of \$6,735.00, which includes damages for driveway, trees and tended lawn. Commissioner Towle made a motion to make an offer per the request as presented for right-of-way for Bridge# 145. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Protective Lease at 300 N. 600 W.** - Existing tenant has moved, with the county paying moving expenses and future rent. Owner has now put up a new for rent sign. In lieu of paying all of these expenses again to a new tenant the county can sign a Protective Lease with the owner Thomas A. Grant Inc. This will pay him to leave the house unoccupied. It is \$22.00 a day. Commissioner Towle made a motion to enter into a Protective lease with Thomas A. Grant Inc. for the property located at 300 N. and 600 W. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Engineer Copeland** requested to send quotes out for Bridge# 97 for 8:15a.m. June 5<sup>th</sup>, 2012. The Bridge currently has a load limit. The Commissioners agreed.

**Engineer Copeland** requested to hire part-time Engineering summer help at \$10.00 to \$11.00 an hour. Commissioner Towle made a motion to allow Engineer Copeland to hire part-time summer help as presented. Commissioner Armstrong seconded the motion. The motion carried 3/0.

The meeting was adjourned at 9:29a.m.

Hancock County Commissioners

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Commissioner Tom Stevens, President

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Commissioner Brad Armstrong, Vice President

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Commissioner Derek Towle

Attest: \_\_\_\_\_

Robin D. Lowder  
Hancock County Auditor