

## Hancock County Board of Commissioner's Minutes

January 03, 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 was also present.

Attorney Ray Richardson arrived at 8:16a.m.

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

Sheriff Mike Shepherd opened the Hancock County Board of Commissioners Meeting for January 3, 2012.

### In The Matter of Hancock County Board of Commissioners President/Vice

**Board President Appointment** - Commissioner Towle moved to appoint Commissioner Stevens as President of the Hancock County Board of Commissioners. Commissioner Armstrong seconded the motion. The motion carried 3-0.

**Board Vice-President Appointment** – Commissioner Towle moved to appoint Commissioner Armstrong as Vice- President of the Hancock County Board of Commissioners. Commissioner Stevens seconded the motion. The motion carried 3-0.

### In The Matter of Hancock County Highway

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

**Right of Way** – for Bridge 59 on 200N just west of 600W. An offer was made to Mr. Blankenship in the amount of \$31,235.00. The offer was refused and countered with an offer based on \$43,000.00 per acre. The Commissioners offered Mr. Blankenship \$35,475.00. Commissioner Armstrong moved to offer Mr. Blankenship \$35,475.00 for the right of way property. Commissioner Towle seconded the motion. The motion carried 3-0.

**Annual Bid Date** – Engineer Joe Copeland set the Annual Bid Date for small equipment rental for February 7, 2012 at 8:30a.m.

**Used Culvert** – Joe Swindall of Swindall Culverts requested purchasing two used tiles from the Highway Department for a total amount of \$43.75. Commissioner Towle moved approval of the sale of two used tiles in an amount of \$43.75. Commissioner Armstrong seconded the motion. The motion carried 3-0.

### **In The Matter of Metropolitan Planning Organization**

**Unified Planning Work Program** – The revised MPO invoice which was lowered to \$7,732.00 was presented to the Commissioners. Commissioner Armstrong moved approval to pay the MPO invoice in the amount of \$7,732.00. Commissioner Towle seconded the motion. The motion carried 3-0.

### **In The Matter of the Road Advisory Committee**

**Appointments** – for the Road Advisory Committee were requested within three weeks.

### **In The Matter of the Hancock County Assessor**

**Old Right of Way** - Hancock County Assessor Mary Noe requested the Commissioners review the possibility of adding vacated right of way property back to the tax rolls. This would amount to approximately twenty-two acres and approximately 25 property owners throughout the County. The Commissioners decided this was worth pursuing, but should be reviewed one property at a time.

### **In The Matter of Road Maintenance**

**100N (21<sup>st</sup> Street)** – Hancock County has maintained 100 N. between Buck Creek Road and the Marion County line for several years. However, INDOT gives the Town of Cumberland credit for that portion of the road. A letter was requested by the Town of Cumberland from the Commissioners stating that Hancock County will maintain the road. Commissioner Towle suggested the Town of Cumberland maintain the road or provide a letter they no longer want to maintain the road. Commissioner Stevens stated he would like to discuss the situation with a town official he has contact with.

### **In the Matter of the Board of Finance**

Commissioner Armstrong moved to recess the Hancock County Board of Commissioners meeting at 8:30a.m. to conduct the Board of Finance Meeting. Commissioner Towle seconded the motion. The motion carried 3-0.

### **In the Matter of The Hancock County Commissioners Meeting**

Commissioner Stevens reconvened the Hancock County Board of Commissioners meeting at 8:38a.m.

### **In The Matter of The Hancock County Commissioner's Minutes**

**December 20, 2011** – Commissioner Towle moved to approve the minutes for December 20, 2011 as submitted. Commissioner Armstrong seconded the motion. The motion carried 3-0.

**December 27, 2011** – Commissioner Towle moved to approve the minutes for December 27, 2011 as submitted. Commissioner Armstrong seconded the motion. The motion carried 3-0.

### **In The Matter of Bullock Contract**

**Contract** – The Commissioners and Attorney Ray Richardson discussed the Bullock Contract. The Commissioners asked for some clarification on the language from Jeremy Richardson from United Consulting. The Commissioners instructed Attorney Ray Richardson to send the contract to Joe Copeland and he will send it to the buyer to review to see if he has any questions.

### **In The Matter of Sheriff's Department**

**Sheriff Car Lease**- County Attorney Ray Richardson discussed adjustments made by the attorneys. Attorney Richardson has submitted questions on the lease to Walker & Associates, our Insurance Company.

### **In The Matter the Building Department**

**Part-Time Building Inspectors** – Rusty Burgess County Building Inspector appeared before the Commissioners to present two resumes he has received for the part-time Building Inspector. One has more experience, but he is considering hiring both. He would like to pay more than the County part-time pay of \$12.00 per hour. The Commissioners are in favor of going to the County Council to request part-time pay of \$15.00 per hour and hiring two part-time inspectors.

### **In The Matter of Auditor Department**

**New Software** – Auditor Robin Lowder appeared before the Commissioners to explain the need for new software for Bookkeeping, Payroll and Accounts Payable. The current program being used is eleven years old and is not compatible with the States new Gateway Program and at the present time does not have the capabilities to convert to the new State Mandated Fund Numbers. Shawn Low of Low & Associates appeared before the Commissioners to present what his company offers for the Financials. Payroll and direct deposit can be paperless. Our current support with Harris is not even in the United States. Low & Associates was given excellent reports on their service and support by other Counties in the State. Staff training and conversion for the first year will be included with the system. Bernie Harris of the County IT Department stated the new system will be compatible with the County system. The new system will allow secure access via password. Attorney Ray Richardson has reviewed the contract. Auditor Lowder asked for the support of the Commissioners to approach the County Council to request the funds for a new Financial Program from the CCD fund. The cost of the Low and Associates program would be \$81,000.00 for the Base Software License \$50,510.00 for Service Support Agreement for a Total cost of \$131,510.00. The \$18,948 Maintenance/License fee would be prorated. There would also be a small data conversion cost from another company we already use. Commissioner Armstrong made a motion to support the Auditor's request to provide financial software out of the CCD fund in the amount to cover the purchase. Commissioner Towle seconded the motion. The motion carried 3-0.

### **In The Matter of County Claims**

**Claims** – Commissioner Towle moved to approve claims submitted on January 3, 2012 as submitted. Commissioner Armstrong seconded the motion. The motion carried 3-0.

### **In The Matter of Hancock County Prosecutor's Office**

**Asbestos** – Shrewsbury has presented the Commissioners the cost to check for asbestos in the Prosecutor's Office for an amount of \$600.00. Commissioner Armstrong moved approval for Shrewsbury to test the Prosecutor's Office for asbestos for an amount not to exceed \$600.00. Commissioner Towle seconded the motion. The motion carried 3-0.

### **In The Matter of Courthouse Clock**

**Maintenance** – Commissioner Towle moved to approve the contract with Smith's Bell and Clock Service for maintenance of the Courthouse clock in an amount not to exceed \$500.00. Commissioner Armstrong seconded the motion. The motion carried 3-0.

### **In The Matter of Appointments**

**Health Department** – Ray Haas, Sandra Aspy and Scott Capen's terms expired December 31, 2010. Commissioner Towle moved to re-appoint the local Health Officer, Dr. Ray Haas to a term beginning January 1, 2011 and ending December 31, 2014. Re-appoint to the Hancock County Board of Health Dr. Sandra Aspy for a term beginning January 1, 2011 and ending December 31, 2014. Re-appoint to the Hancock County Board of Health Dr. Scott Capen for a term beginning January 1, 2011 and ending December 31, 2014. Commissioner Armstrong seconded the motion. The motion carried 3-0.

**Planning** – Commissioner Armstrong moved to re-appoint Mark Huber to the Planning Commission. Commissioner Stevens stated he cannot support Mark based on his personal observation and based on the feedback from people he worked with. Motion dies due to lack of a second.

Commissioner Towle moved to appoint Dan Cameron to the Planning Commission for a four year term ending January 31, 2016. Commissioner Stevens seconded the motion. The motion carried 2-1. Commissioner Armstrong opposed.

**Planning Commission**– Rod Sanford’s one year term ends January 31, 2012. Commissioner Towle moved to re-appoint Rod Sanford to the Planning Commission for a one year term ending January 31, 2013. Commissioner Armstrong seconded the motion. The motion carried 3-0.

**Redevelopment Commission** – There remains an open position on the Redevelopment Commission for a school board member. Commissioner Stevens asked for recommendations and has not heard back yet.

The Capital Improvement Meeting will be rescheduled January 24, 2012.

The meeting adjourned at 9:50am.

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