

Hancock County Board of Commissioner's Minutes

November 29, 2011

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

Hancock County Board of Commissioner's meeting began at 8:00am

Attorney Ray Richardson arrived at 8:28am

In The Matter of Hancock County Highway

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

Contract renewals- carrying over are: Contract with CGS Services, Inc for asphalt paving materials. Contract with CGS Services, Inc. for Tri Axle Dump Truck Rental. Contract with Milestone Contractors, LP for hot mix asphalt. Contract with Hoosier Pride Excavating, Inc. for large Equipment Rental for bridges, large culverts and miscellaneous. Contract with American Timber Bridge & Culvert, Inc. for treated timber bridge, culvert, salt/sand storage materials.

Commissioner Stevens moved for renewal of the contract with CGS for asphalt paving materials for the calendar year 2012. Commissioner Towle seconded the motion. The motion carried 3-0.

Commissioner Stevens moved for renewal of the contract with CGS for triaxle dump truck rental for the calendar year 2012. Commissioner Towle seconded the motion. The motion carried 3-0.

Commissioner Stevens moved for renewal of the contract with Milestone Contractors, LP for hot mix asphalt for the calendar year 2012. Commissioner Towle seconded the motion. The motion carried 3-0.

Commissioner Stevens moved for renewal of the contract with Hoosier Pride Excavating, Inc. for large equipment rental for bridges, large culverts and miscellaneous for the calendar year 2012. Commissioner Towle seconded the motion. The motion carried 3-0.

Commissioner Stevens moved for renewal of the contract with American Timber Bridge & Culvert, Inc. for treated timber for the calendar year 2012. Commissioner Towle seconded the motion. The motion carried 3-0.

Request for proposals - for the 600 W and 300N intersection project improvements. Fifteen proposals have come in. Commissioner Towle and Engineer Joe Copeland rated the RFP's and scored per requirements of INDOT and the Federal Highway Administration. First is United Consulting. Second is American Structurepoint, Inc. Third is First Group Engineering, Inc. Commissioner Stevens moved to give authority for the County Engineer to negotiate an inspection agreement with United Consulting for inspection of the project at 600 W and 300 N. Commissioner Towle seconded the motion. The motion carried 3-0.

Engineer comment: United Consulting spent a lot of time on details on utilities, which are critical. They also picked up on the need for a lift station. None of the others did. This is also a very important detail.

Road reconstruction - A draft of the letter that will be sent to property owners on the roads that the reconstruction/demolition will start on in the next few weeks and the double chip and seal that will be finished in spring, weather permitting. The work will need to be done before the ground freezes. The letters will be going in the mail in the next few days. There will also be signs put on the roads regarding the work being done. Commissioner Stevens moved approval of the letter to be sent out. Commissioner Towle seconded the motion. The motion carried 3-0.

Driveway Variance - Larry Bowmer presented a variance for separation distance for a driveway reducing the required 350 feet to 284 feet. The home that was on the property has been removed and the Messmore's would like to construct a new home. A positive recommendation is given by the Highway Department. Commissioner Stevens moved for approval of the variance for driveway separation changing the distance from 350 feet to 284 feet as recommended by the Highway Department. Commissioner Towle seconded the motion. The motion carried 3-0

IRTC Policy Committee - Bill Hall from United Consulting spoke about the IRTC policy meeting. The Referendum was approved and they will be lobbying the legislature to allow referendums in each County for a tax increase to support the need for regional transportation network that includes rail transit, bus rapid transit, bus, express bus, bike and pedestrian pass & road and highway improvements. The legislature will need to act on it before this will be an option.

Airport Authority - Jack Morton appeared before the Commissioners to inform them that as of January 1, 2012 the position will need to be reappointed as a voting position. A new appointment will need to be made. Commissioner Towle moved to appoint Jack Morton as Hancock County Commissioner's appointee to the Indianapolis Airport Authority for a four year term effective January 1, 2012 to January 1, 2015. Commissioner Stevens seconded the motion. The motion carried 3-0.

Pipe Quotes were opened as follows:

Commissioner Stevens moved for the Quotes to be turned over to the County Highway department for tabulation, comparison and recommendation of reward to be provided at the next Commissioner's meeting. Commissioner Towle seconded the motion. The motion carried 3-0.

In The Matter of the Hancock County Prosecutor

Repairs - An individual has requested to do small repairs and paint the third floor of the Prosecutor's office for their community service. The Prosecutor's budget would absorb modest cost. They will possibly use the floor for storage of files in the future. Commissioner Stevens moved to allow this to be done to the top floor of the building, performing minor repairs for community service. Commissioner Towle seconded the motion. The motion carried 3-0.

Ceiling Repair - Steve Millis stated to the Commissioners that above the false ceiling on the second floor of the Prosecutor's office the plaster is falling off the ceiling and needs secured. Michael Griffin asked if possible it would be best to have the work done in May.

In the Matter of the Hancock County Clerk's Office

Voting in Courthouse - Clerk Marcia Moore discussed her plan to have voting on both the first and second floor of the courthouse for absentee voting. Commissioner Towle moved approval of the plan for Courthouse voting as presented. Commissioner Stevens seconded the motion. The motion carried 3-0.

Precinct - The State has approved the precinct locations. Larry Bowmer will check locations to be sure they are ADA compliant. Commissioner Stevens moved approval of the precinct locations as recommended by the Clerk's Office. Commissioner Towle seconded the motion. The motion carried 3-0.

DLZ Contract - Before a high density storage unit can be put in the Clerk's office, DLZ will need to do a weight bearing study to be sure the floor can take the weight. DLZ has provided a quote for the study only. Commissioner Stevens moved to accept the work order proposal from DLZ to assess the weight bearing capacity per Quote for an amount not to exceed \$2,600.00. Commissioner Towle seconded the motion. The motion carried 3-0.

In The Matter of the Sheriff's Office

Vehicles - There are seven vehicles the Sheriff's Department would like to declare as surplus. They would like to trade those vehicles in for two new trucks. They are working with Kelley Chevrolet in Fort Wayne which is the dealer for the State of Indiana. Kelley Chevrolet is waiting for the appraisals on the seven vehicles. The Commissioners state they would like to see the figures on the seven vehicles before making a decision. Commissioner Stevens moved to designate the seven vehicles on the surplus vehicle list dated November 22, 2011 as surplus property. Commissioner Towle seconded the motion. The motion carried 3-0.

Inventory Tag - The Sheriff's Office replaced their ice machine and would like the old one declared surplus or scrap. They also have kitchen items in the basement left from the online auction. Commissioner Stevens moved to declare the ice machine as surplus and authorize the Sheriff's Department to take all surplus items at their location to the junk yard. Commissioner Towle seconded the motion. The motion carried 3-0.

Grant - The Sheriff's Department was awarded \$1,500.00 by the Indiana Criminal Justice Institute for participating in the BCC and OPO projects. The grant application needs a signature by the Commissioners to submit, so they can receive the funds. Commissioner Towle moved to authorize the signing of the grant for the Indiana Criminal Justice Institute on behalf of the Sheriff's Department. Commissioner Stevens seconded the motion. The motion carried 3-0.

In The Matter of Hancock County Probation

PayGov - Wayne Addison appeared before the Commissioners to request permission to enter into a month to month contract with PayGOV.USA, LLC for payment of fines. There will be no cost to the County but there will be a small fee charged to the payee. Commissioner Towle moved to enter into an agreement with PayGOV.USA, LLC for the service of providing credit card payments to the Probation Department. Commissioner Stevens seconded the motion. The motion carried 3-0.

Youth Beds - Henry County is trying to get Wernle to take over their youth detention. Mr. Addison has been looking at other options and feels the Youth Opportunity Center outside of Muncie would be a good choice. They have used them before. They are offering a one or two year price lock contract at a charge of \$100.00 per day which includes transportation. They will also take non-secure detention. If beds are needed in December they will accommodate at a cost of \$100.00 per day. The contract will begin on January 1, 2012. Commissioner Towle moved to enter into a contract with Juvenile Detention Center Services Contract between the Youth Opportunity Center, Inc. and the Commissioners of Hancock County at a cost of \$100.00 per day for a two year contract to cover 2012 and 2013. Commissioner Stevens seconded the motion. The motion carried 3-0.

In The Matter of Commissioner's Minutes

Commissioner Minutes - Commissioner Towle moved to approve the Hancock County Board of Commissioner's minutes for November 15, 2011. Commissioner Stevens seconded the motion. The motion carried 3-0.

Claims - Commissioner Armstrong, Commissioner Towle and Commissioner Stevens signed claims presented to them.

In The Matter of Action Items

Council District - The Commissioners will need to wait until the Council Districts are adopted by an Ordinance.

Employee Handbook - Dennis Dunlap will be at the next Commissioner's meeting to make a presentation for the employee's handbook.

Sheriff's Department - Service /agreement for Uninterruptible Power Systems. A three year contract in the amount of \$2,800.00. Commissioner Towle moved approval to enter into service agreement for an amount not to exceed \$2,800.00 with Perfect Power, Inc. Commissioner Armstrong seconded the motion. The motion carried 2-0.

The meeting adjourned at 10:00am

Hancock County Commissioners

Commissioner Brad Armstrong, President

Commissioner Derek Towle, Vice President

Commissioner Tom Stevens

Robin D. Lowder, Hancock County Auditor