

## Hancock County Board of Commissioner's Meeting

January 21, 2020

Commissioners met in regular session. Those present were Board of Commissioner's President John Jessup, Vice President Brad Armstrong, Commissioner Marc Huber, County Attorney Scott Benkie, Auditor Debra Carnes and Trish George Secretary to Commissioners and County Council. Commissioner Jessup called to order the January 21, 2020 Hancock County Commissioners Board meeting at 8:04 am.

### Highway

- Gary Pool requested Commissioners signatures for the Pennsy Trail Construction Inspection Contract. Commissioner Huber made a motion to enter into the LPA Consulting Contract with Clark Dietz for DES #1700737 in an amount not to exceed \$90,000. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Gary requested to use the County Attorney's firm for the condemnation for the New Palestine ROW. Commissioner Huber made a motion to enter into a contract for legal services with Benkie & Crawford for ROW acquisitions and condemnations at the RAB on 600 W and 300 S not to exceed \$15,000. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Gary requested signatures for fiscal commitments for the Community Crossing Grants (5 total worth \$2M). Commissioner Huber made a motion to apply for the Community Crossing Grants for Micro-Surface #8346, Micro-Surface #8302, Micro-Surface #8043, Micro-Surface #8042 and CIR Micro-Surface #7934. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Gary requested Commissioners accept .93 miles Private to Public roads. Commissioner Huber made a motion to sign off on the Private to Public ROW at Woodgrove Way and Logan Drive in Briarwood Traces, David Wayne and Colton Road in Village Green, Boulder Creek Lane, Boulder Creek Drive, Boulder Creek Court in Boulder Creek Subdivision. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Gary notified Commissioners INDOT requested Hancock County to sign an agreement allowing INDOT to work within our ROW and install some signs for a variety of locations throughout the County. Gary struck out one part of this contract that would hold the County accountable to clear vegetation clear of the signs. Commissioner Huber made a motion to enter into the agreement with INDOT allowing them to work within our ROW's to install street signs. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- The Community Crossings and Category IV Grants have been submitted.
- Gary introduced Rose Scovel, Senior Planner with Metropolitan Planning Organization (MPO). MPO is the policy board of an organization created and designated to carry out the metropolitan transportation planning process and are expanding into economic development initiatives. MPO's are required to represent localities in all urbanized area (UZAs) with populations over 50,000 as determined by the US Census. Rose came to invite Hancock County to participate in the Economic Development Commission. If Hancock County wants to participate, there is a form letter to be submitted. Commissioners instructed Gary to prepare a participation letter for the next Commissioners meeting.

- Gary thanked Kim Davis (Highway Office Manager) for applying for the IPEP Grant, she was successful. Representatives from IPEP presented a \$2,600 check to Kim Davis.
- Commissioner Huber made a motion to accept the Permit Bond for QC Communications, Inc. in the amount of \$25,000 for fiber optic and data along 600 W. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

#### **RQAW Update**

- Dustin Fry and Pete Peterson with RQAW and Mitch Hannum, Regional Manager for Garmong updated Commissioners on the jail project.
- Mitch verified slow and steady progress. The stone contractor is moving forward; will be immobilizing the stone contractor towards the end of the month. Mitch confirmed ten total days were lost in December due to weather. No schedule impact noted at this time. Mitch delivered to the Auditor's office custom engraved silver shovels to commemorate the ground breaking.
- Dustin will forward to Commissioners a monthly progress report submitted from Garmong.
- Dustin presented to Commissioners a capital improvement plan for review. As requested Dustin prepared a change amendment to the Professional Services Agreement. Commissioner Armstrong made a motion to accept Document G802 - 2017 the Amendment to the Professional Services Agreement, which authorizes up to \$150,000 design development. Discussion: The Council did approve this and are working on funding strategies with the understanding that no new debt be issued or tax increase based on this cash on hand. Commissioner Huber seconded the motion. **Motion carried 3-0.**

#### **Community Corrections**

- Pat Powers requested authority to change lighting to LED. Pat is researching body scanners one at \$138K and \$149K.
- Commissioner Armstrong made a motion to approve LED Indy not to exceed \$25,643 to be paid out of 2019 GO Bond. Commissioner Huber seconded the motion. **Motion carried 3-0.**
- Commissioner Armstrong made a motion to authorize full body scanners not to exceed \$149K and authorized Pat to determine final product to be paid out of 2019 GO Bond. Commissioner Huber seconded the motion. **Motion carried 3-0.**
- As requested, Pat had Enterprise Rental present to discuss glitches. Pat experienced problems with finance charges. This has been taken care of. License plates were another issue. Plates were \$450 through Enterprise and \$50 if we did it. There is a process for us to plate and register the vehicle and not pay the excise tax. Commissioner Huber was happy everything worked out. Commissioner Jessup was excited a vehicle sold for more than purchase price and declared a "win".
- Commissioner Huber made a motion to enter into a lease with Enterprise Fleet Management for a 2020 Ford Explorer for Community Corrections in an amount of \$736.98 3-year/36-month lease. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Commissioner Huber made a motion to enter into the lease with Enterprise Fleet Management for three 2020 Ford F-150's; one for Community Corrections and two for the Sheriff's Department; monthly lease \$507.57 on a 12-month lease; with liquidation of current three vehicles when the new vehicles come in. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

#### **IT Department / Microsoft Office 365**

- Bernie Harris would like to buy 350 Microsoft 365 licenses and 50 Office 365 licenses.
- Commissioner Huber made a motion to accept the Microsoft Office 365 Agreement as presented. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

#### **Buck Creek Township Fire Department / LIT Request**

Dave Sutherlin (Buck Creek Township) and Brandon Kline (Sugar Creek Township) would like to understand the process for requesting LIT Funds. Commissioner Jessup suggested bringing paperwork to Commissioners in April; Commissioners will introduce a Resolution of Need and then Dave/Brandon can present to Council by July 1<sup>st</sup> (note: w/Commissioner support).

#### **E-911 / Out of State Travel**

Ashley Hamilton requested approval for out of state travel. Commissioner Huber made a motion to approve out of state travel for John Jokantas and Jason Haddix for the PowerDMS Conference 3/4 thru 3/6; Lacy Ogden and Cindy Carver for the National Public Safety Conference for 7/12 through 7/15 and Greg Shamblin and Tabitha Ebersole for Navigator 2020 Conference 4/28 through 5/1/20.

#### **Board of Finance**

- Commissioner Armstrong made a motion to recess the Board of Commissioners Meeting at 9:43 AM for the Board of Finance. Commissioner Huber seconded the motion. Motion carried 3-0.
- Commissioner Jessup reconvened the Hancock County Board of Commissioners Meeting at 9:47 AM.

#### **SRI, Inc / Commissioners Certificate Sale**

- Brad Engler with SRI has been conducting County Tax Sales for years. Brad presented Commissioners with a list of properties left after the tax sale, with a goal to returning them to tax paying status. Brad would like to work with GIS Department and send letters to adjoining property owners to make them aware.
- Commissioner Huber made a motion to allow SRI to conduct a Commissioners Live Certificate Sale per the addendum to the service agreement. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Commissioner Huber introduced Resolution 2020-1-4 a Resolution establishing the intent to conduct a Commissioners' sale to sell tax sale certificates for properties that are severely delinquent in payment of property taxes as presented with the attached list.
- Commissioner Huber made a motion to adopt Resolution 2020-1-4. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Commissioner Huber made a motion for the aforementioned Commissioner's Sale to make the minimum bid for all properties starting at \$100. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

#### **Claims / Payroll**

Commissioner Armstrong made a motion to approve Claims and Payroll as presented. Commissioner Huber seconded the motion. **Motion carried 3-0.**

### **Commissioner Minutes**

Commissioner Armstrong made a motion to approve the Commissioner Minutes for 1/7/2020 as presented. Commissioner Huber seconded the motion. **Motion carried 3-0.**

### **Capital Improvement Board Certify Appointment**

Commissioner Armstrong made a motion to appoint Brenda Myers to the Capital Improvement Board for a 2 year term. Commissioner Armstrong explained this is the board over the Indianapolis Capital Improvement and part of our sales tax; this is done through Hamilton County and we are just making a recommendation. Commissioner Huber seconded the motion. **Motion carried 3-0.**

### **Hancock County Board of Health Certify Appointments**

Commissioner Armstrong made a motion to certify the appointments to the Hancock County Board of Health for John Hardin, DVM and Jim Bever for a term of 1/1/20 through 12/31/2023. Commissioner Huber seconded the motion. **Motion carried 3-0.**

### **Authorize Signs at Courthouse & Annex**

Commissioner Armstrong made a motion to approve signs at the Courthouse & Annex "Be A Census Taker" Join the 2020 Census Team. Commissioner Huber seconded the motion. **Motion carried 3-0.**

### **PTABOA Appointments**

Commissioner Huber made a motion to appoint Jeff Hill and Cathy Hall to the PTABOA Board for a term ending December 31, 2020. Also a letter thanking Earl Haywood for his years of service on the PTABOA Board. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

### **Probation**

- Josh Sipes (Chief Probation Officer) notified Commissioners, Council has begun the approval process for the new Probation Officer. Josh reminded the Commissioners that salaries are deemed by the State Offices. Commissioner Jessup moved that we be resolved, that there is a need for a new probation officer and we request Council fund said position. Commissioner Huber seconded the motion. **Motion carried 3-0.**
- Josh has two copiers available and he sent an email to department heads asking if anyone could use them; with no response he would like to offer CASA one copier and one for Zoe's Place. Commissioner Huber made a motion to allow Josh to transfer one copier to CASA and deem the other copier surplus and allow Josh to dispose of said copier. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

### **Election Office / County Election Board**

Lisa Lofgreen (Clerk) checked into legal issues of using Commissioners Court for early voting and found legally it was fine. The only thing needed for this would be a room divider. Lisa gave Debra a draft schedule of dates the Commissioners Court Room would be needed. Debra Carnes (Auditor) to verify with scheduling Commissioners Court Room availability. Commissioner Huber made a motion to allow early election voting to take place in half of the Commissioner's Court for the 2020 elections. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

### **Johnson Controls (Performance Infrastructure)**

Jennifer Payne's division of Johnson Controls helps local governments and public schools to make substantial facility upgrades, taking advantage of legislature. She works with customers toward cost saving strategies through energy savings or operating cost. A high level audit entails all of the utility bills and walk through. Jennifer will guarantee a cost savings and pay Hancock County a cost savings. If we are not meeting the guarantee, Johnson Controls will pay the shortfall. If there is a savings Hancock County will pay the fee by whatever Johnson determines they can save the County. This is crafted with utilizing local vendors. Commissioners requested Jennifer to submit an MOU to the County Attorney, Scott Benkie for review.

### **Discussed BZA Board Appointments**

Commissioners would like to review the Ordinance for BZA Board appointments. Debra Carnes (Auditor) will locate and forward the Ordinance to the Commissioners and Scott Benkie (County Attorney).

### **Sheriff's Department Update / Jail Commander / Assistant Jail Commander**

- Sheriff Burkhart verified the new Jail Commander is Captain Bridget Foy and Assistant Jail Commander is Matthew Boots.
- Commissioner Jessup inquired how the body cam project was coming. Sheriff Burkhart said it is going smoothly. The first of February they are coming to do a site survey.

### **Surplus Vehicle**

Commissioner Huber made a motion to declare the 2003 Ford Windstar VIN #BA04962 van owned by the Coroner's office surplus. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

### **Area Planning Commission Board**

Scott Benkie (County Attorney) to review structure of Area Planning Commission.

### **Hospital Luncheon**

Commissioners agreed for the Hospital Luncheon with County Commissioners, City Council and Hospital Board of Trustees June 2<sup>nd</sup> would work.

**The Hancock County Board of Commissioners meeting adjourned at 11:15 AM.**

**Hancock County Commissioners**

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Commissioner John Jessup, President

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Commissioner Brad Armstrong, Vice-President

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Commissioner Marc Huber

Attest: \_\_\_\_\_  
Debra Carnes, Hancock County Auditor