

## Hancock County Board of Commissioner's Meeting

January 29, 2019

Commissioners met in regular session. Those present were Board of Commissioner's President John Jessup and Commissioner Marc Huber. Vice President Brad Armstrong was absent. Auditor Debra Carnes, Deputy Auditor Trish George and County Attorney Ray Richardson were present.

Hancock County Board of Commissioner's meeting began at 8:01 am. Commissioner Jessup called to order the January 29, 2019 Hancock County Commissioners Board meeting.

### Highway

Gary Pool (Highway) appeared before the Board of Commissioners to discuss:

Several items for signature.

Commissioner Huber made a motion to enter into the project coordination contract with INDOT DES #1702754 and INDOT DES #1702755. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

Commissioner Huber made a motion to enter into to the two supplemental contracts EDS # 8249-15-320164 and EDS #8249-13-320163. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

Commissioner Huber made a motion to terminate consulting contract DES #1702754 and enter into the new contract as submitted. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

Commissioner Huber made a motion for the IMPO Tech Committee Gary Pool is the primary and Mike Dale is the alternate. Gary Pool is the primary on the Policy Committee and Mike Dale is the alternate. Jessup seconded the motion. **Motion carried 2-0.**

Gary will be presenting at road school Tuesday from 3-4 pm.

Gary requested a fund number for the \$3600 IPEP Grant.

Gary is working on some code revision for IC chap 36-1-12-3 public work projects. Currently this bars the Commissioners from using its own workforce, without awarding a contract whenever the cost of that public work project is estimated to be less than \$250,000. Gary would remove this and change to "the board may purchase or lease materials in a manner provided in IC 5-22." This will be bid out of Materials and provide any public work by means of its own workforce. There may be push back from the contractors associations.

Commissioner Jessup inquired if Gary had looked at the road at the county farm. Gary said this will need to be platted and the public right of way dedicated. This would be treated like a neighborhood road. Gary would contract this out. The soil is not great, so lime would be

needed to stabilize it. MVH funds are legally obligated to right of ways in the county. Commissioner Jessup ask Gary to look at fund balances to estimate cost involved and how this would affect our maintenance programs if we proceed. Gary looked at funds and estimated \$400,000-700,000 depending on the soil results. Gary feels funding the materials for the job may be a problem.

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

John Jokantas (E-911 Director) requested out of state travel for Hostage Negotiations Class 1 and 2, for two employees in Columbus, Ohio, May 6-10th. Commissioner Huber made a motion to allow out of state travel for Greg Shamblin and Jason Haddix to go to Columbus, Ohio for the PATC Hostage Negotiators Class 1 and 2, May 6-10th. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

John requested two new chairs priced at \$801.52 each. Commissioner Huber made a motion to authorize the purchase of two new chairs for the E-911 center not to exceed \$1,603.04 to be paid out of E-911 CCD. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

John requested approval on a contract for five years for maintenance and upgrades with Word Systems, Inc. for 24/7 support, software, training, site audits, upgrades for radios, screens, recorders and phones. This will be paid out Computer Maintenance (1235). Commissioner Huber made a motion to enter into the maintenance program with Word Systems, Inc. for a five year program with an annual price not to exceed \$14,254.20 to be paid out of Computer Maintenance. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

John introduced Austin Early the new part-time employee.

#### **Maintenance**

Dean Mullins (Maintenance) appeared before the Board of Commissioners to discuss:

Dean is getting some prices together for a man lift. This would assist with changing the elevator lights at courthouse, assist in the E911 area and Sheriff Burkhart's area. 17' is not safe with a regular ladder.

Cracks in the fountain need resealed. Dean will have estimates at the next meeting.

Dean waiting on an estimate from ServiceMaster for the Prosecutors Office. Dean has two estimates.

Dean will put a small heater at the Prosecutors office so it does not freeze up with the temperature drop tomorrow (-16 degrees).

#### **RQAW Final Schematic**

Pete Peterson and Justin Frye with RQAW presented the final schematic design for project on US40. Commissioner Huber made a motion to accept the final schematic design report for

Hancock County Justice Campus dated January 29, 2019. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

Commissioner Jessup clarified we are at a standstill on design. We are awaiting further action from the Council for next step. Peter Peterson with RQAW stated they are ready and awaiting for the next step.

#### **Claims & Payroll**

Commissioner Huber made a motion to approve claims and payroll as presented. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

#### **Commissioner Minutes**

Commissioner Huber made a motion to approve Commissioners' Minutes for 1/15/19, and Executive Session 1/15/19 as presented. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

***Commissioner Jessup recessed the Hancock Board of County Commissioners meeting at 8:42 am to conduct business for:***

#### **Board of Directors for the Hancock County Board of Finance**

***Commissioner Jessup reconvened the Hancock Board of County Commissioners meeting at 8:46 am.***

#### **Surveyor Bonds**

Commissioner Huber made a motion to accept a Performance Bond for Cal Atlantic Homes of Indiana dba Arbor Investments for McCord Pointe Section 1B for the Monuments in the amount of \$7,725. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

Commissioner Huber made a motion to accept a Maintenance Bond for Clayton Properties Group Inc. for Sagebrook Section 3 for the Drainage in the amount of \$18,981.25. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

Commissioner Huber made a motion to accept a Performance Bond for Clayton Properties Group Inc. dba Arbor Investments for Sagebrook Section 3 for Monuments in the amount of \$5,600. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

Commissioner Huber made a motion to accept a Performance Bond for Clayton Properties Group Inc. dba Arbor Investments for Sagebrook Section 3 for Erosion Control in the amount of \$28,548. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

#### **Ordinance 2019-1C**

Commissioner Huber made a motion to introduce Ordinance 2019-1C. This Ordinance establishes the Sub Fund MVH restricted 1173.

### **Area Planning Commission Board Re-Appointment**

Commissioner Huber made a motion to re-appoint Thomas Nigh to the Area Planning Commission Board for a term ending January 31, 2023. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

### **Board of Zoning Appeals (BZA) Re-Appointment**

Commissioner Huber made a motion to re-appoint Dee Carmichael and Merle Roberts to the Board of Zoning Appeals for a term ending January 31, 2023. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

### **Prosecutors Bicycle Rodeo**

Marie Castetter and Deborah Cochran requested to use the Annex parking lot and sidewalks along American Legion place for a Community Service Project for a Bicycle Rodeo. There are two teams that have teamed up to create one project. The Bicycle Rodeo Team will focus on bicycle safety and the Go Green Team will focus on environmental friendly recycling. The Greenfield Police Department will be asked to participate. Waivers will be signed by parents. Commissioner Jessup asked Attorney Ray Richardson if current insurance and waivers would cover this event. Attorney Richardson verified existing insurance would cover this event. The event will take place May 18, 2019, 10 am to 3 pm. Commissioner Huber made a motion to approve the use of the Annex parking lot, the sidewalks and courthouse/courtyard on Saturday, May 18, 2019 between 8am and 5pm for the purpose of the Bicycle Rodeo and Environmental Affair for the Leadership Hancock County Community Project. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

### **Vacation Carry Over**

Josh Sipes (Chief Probation Officer) requested vacation carry over for three employees for 35 hours of vacation. Willann Beesen 2 ½ hrs, Kevin Minnick 12 hrs and Kara Riser 10 hrs. Commissioner Huber made a motion to allow the carryover of vacation hours for Willann Beesen for 2 ½ hrs, Kevin Minnick for 12 hrs and Kara Riser for 10 hrs. This is to be used in 2019 and request vacation as it was intended. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

### **2018 Year End Health Insurance Reports**

Brian Brees with Patriot Insurance and Diane Tichenell with RE Sutton and Associates presented year end reports to Commissioners. Diane went over reports first. Enrollment is up 2.8%, Medical Claims have gone down -15%, Pharmacy Spend is up 8.8%, Pharmacy Trend is running 13% and Medical Trend is running at 11.5%. We are well under on the Medical and even under on the Pharmacy. Professional Services are up and Pharmacy is up. Hip and knee replacements are being addressed this year. Are hip/knee replacements necessary or do they

need physical therapy or lifestyle changes. Reports show spouses utilize insurance more than employee. There is room for education on Emergency Room visits versus going to a less expensive alternative. There were a total of 92 Emergency visits for last year and 30 of those visits were considered avoidable. There was an alternative place they could have gone to for service. Anyone under age of 14 can go to the ER anytime. This report looks at time of day and telephone medicine is another alternative. Professional Care has increased and these could have gone to your clinic. We don't want them going to Professional Care, we prefer them to go to primary care. Brian would like to send out a quarterly informative email to help with educating employees. Commissioner Huber thought this would be a good idea as long as it wasn't too long.

#### **Additional Jail Staff for New Jail/Ordinance for Inmate User Fees**

Sheriff Burkhart requested an Ordinance for Inmate User Fees. This is a fee for convicted inmates only. Attorney Ray Richardson questioned if this implemented IC #36-2-13-15. Sheriff Burkhart said this is 17.4. Attorney Richardson said in 1998 the Commissioners implemented a fee that sounds exactly like what you are talking about (30.08). Sheriff Burkhart said he wasn't aware of this. Attorney Richardson said because you didn't ask. Sheriff Burkhart stated no told him. Commissioner Huber questioned this is in our county code? Sheriff Burkhart questioned the verbiage? Attorney Richardson read IC #36-2-13-15 the county implemented this in 1998. This requires that under the circumstances set out there in, prisoners must reimburse the cost of their incarceration in the county jail. This adopts the state law which says you can impose the fee. You don't have to repeat the state law within the county code, you can adopt it by reference. Commissioner Jessup clarified this would need to be amended. Commissioner Jessup doesn't want this left open-ended or create a slush fund. Commissioner Jessup would like to look into this more.

Commissioner Jessup clarified 26 new employees were needed for the new jail. Sheriff Burkhart verified the numbers are correct and what is required. Commissioner Huber made a motion to accept the Staffing Analysis from Sheriff Burkhart as presented. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

#### **Discuss Remodel & Bids**

Pat Powers (Director Community Correction) presented one bid for the remodel. This remodel is to increase the facility to accommodate more women. Pat made contact with three contractors and only received one bid. Dan Hanes Construction for \$24,398 to cut out two doors and cut out two frames. They will not be able to save the frames. Commissioner Huber would like to see more bids at the next meeting. This will take the beds from 12 to 24 beds. The people in the jail have not yet been sentenced. The current women's day room has to be increased also. There are 30 men's beds not in use. Commissioners would like to see three bids at the next meeting.

### **Board of Finance Meeting Minutes**

Commissioner Huber made a motion to approve the Board of Finance meeting minutes for January 29, 2019 as presented. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

### **Financial Solution Group, Inc. Agreement**

Commissioner Huber made a motion to accept the proposal from Financial Solution Group, Inc. for the professional services for the Hancock County Jail sustainability report with the fees for partners hourly at \$190, Staff Level 1 at \$120, Staff Level 2 at \$100, Staff Level 3 at \$75, Staff Level 4 at \$50, Mileage \$.50 per mile, Copies at cost, Mailings at cost to be paid out of Contractual Services.

### **Bond Termination**

Commissioner Huber made a motion to pay Attorney Ray Richardson \$28,000 for the bond issuance contract that was terminated, the original contract was dated December 5, 2017 paid for out of Contractual Services. Commissioner Jessup seconded the motion. **Motion carried 2-0.** Attorney Richardson turned laptop computer (#9278242777) over to Auditor Debra Carnes.

### **Legal Council**

Commissioner Huber made a motion effective February 1, 2019, Attorney Scott Benkie will be representing the Hancock County Board of Commissioners and is authorized to give legal advice to any county office holder. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

### **Conflicts of Interest Statement**

Commissioner Huber presented his annual uniform Conflicts of Interest statements;

Huber Enterprises, LLC. This is a for hire dump truck company. He has no specific contracts with the county. He does do subcontract work such as IMI, V&S Transport, US Aggregates, Ward Stone, Leonard Excavating, CGS Services, Chip Johnson Inc., P&J Excavating, J&C Services, Hoosier Excavating, Smith Projects, BLC, Classic Hauling. No direct contracts.

Huber Auction and Reality Group, LLC. Basically a local auction company. We sell real estate property, personal property. But sometimes we sell property for government entities, counties, cities and municipalities. It could be selling personal property of individuals or employees of a government or municipal agency. Sometimes he works as a subcontractor for other auctioneering companies that could be selling assets for a municipality. This is full disclosure.

50 % owner in Skylar Properties, LLC. Owned by Commissioner Huber and his mother. This company buys, sells and invest in real estate property. Some of the properties are bought at sheriff's sale, tax sales, Commissioners sales and in the free market place.

Commissioner Jessup made a motion to accept the uniform conflict of interest statements for Commissioner Huber referencing his businesses Huber Enterprises, LLC, Huber Auction and Reality Group, LLC and Skylar Properties, LLC. Commissioner Huber seconded. **Motion carried 2-0.**

**The Hancock County Board of Commissioners meeting adjourned at 11:00 am**

Hancock County Commissioners

\_\_\_\_\_  
Commissioner John Jessup, President

\_\_\_\_\_ Absent \_\_\_\_\_  
Commissioner Brad Armstrong, Vice-President

\_\_\_\_\_  
Commissioner Marc Huber

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