

## Hancock County Board of Commissioner's Meeting

April 17, 2018

Commissioners met in regular session. Those present were Board of Commissioner President Brad Armstrong, Vice President John Jessup and Commissioner Marc Huber.

Auditor Robin D. Lowder, Deputy Auditors Linda Jeter, Dorothy Cheshier and Attorney Ray Richardson were present.

Hancock County Board of Commissioner's meeting began at 8:00 a.m.

Commissioner Armstrong asked for a moment of silence in remembrance of Ginny Martin, and the positive impact she contributed to the community. He emphasized that she was the epitome of a devoted County Servant.

### Highway Department

Hancock County Engineer Gary Pool appeared before the Board of Commissioners to discuss:

- ROW active on Segment A 600W - working on agreements
- New Assistant Mechanic job listed - advertised on Indeed and the Newspaper
- Triaxle - fire damage on the current triaxle dump truck and will be asking the Council to increase budget to replace, will follow up with the Commissioners.

### Claims and Payroll

Commissioner Huber made a motion to approve the claims and payroll. Commissioner Jessup seconded the motion. **Motion carried 3-0.**

### Maintenance Department

Dean Mullins presented proposals to replace the Flag Pole and concrete base at the Memorial Building. Commissioner Huber made a motion to approve replacement of the Flag Pole and concrete base at the Memorial Building in an amount not to exceed \$2,000 to be paid out of the Commissioner's CCD fund. Commissioner Jessup seconded the motion. **Motion carried 3-0.**

### Auditor/Jail Recovery Program

Auditor Lowder announced that the Council is appropriating an additional \$100,000 in the CCD fund for the Jail Recovery Program. Auditor Lowder proposed adding a separate line item in the Commissioner's CCD fund. It would be labeled Jail Recovery Project. Commissioner Huber made a motion to allow a new line item to be added to the Commissioner's CCD Budget for \$100,000 the Council is going to appropriate for the

Jail Recovery Program that will require a remodel in the indoor recreational area of the existing jail. Commissioner Jessup seconded the motion. **Motion carried 3-0.**

### **RQAW Jail Project Update Report**

Sanjay Patel with RQAW Architecture presented an updated timeline on the Hancock County Jail Project. He said they are anticipating to have a final plan by early May. The Commissioners were informed the alternate site conditions appear favorable. Commissioner Armstrong mentioned the need to have a joint meeting with the Council to discuss the Jail Project and said he would contact Council President Bolander to schedule a date and time and will let Sanjay Patel know.

### **Hancock County Annual Jail Report**

Chief Deputy Brad Burkhart submitted the Annual Jail Report. Commissioner Huber made a motion to accept the Hancock County Sheriff's Office Annual Jail Report as presented. Commissioner Jessup seconded the motion. **Motion carried 3-0.** Commissioner Armstrong commented that this report is further evidence that we have a significant need to solve these judicial problems long term. Commissioner Jessup asked to have a report with the number of inmates housed at other county jails on future reports. Chief Deputy Burkhart agreed to create this report and any other report the Commissioners might need.

### **EDC Signatures/Mt Comfort RV**

Mr. Richard Starkey requested signatures on documents the Commissioners had passed at a previous meeting. No motion was required.

### **IT Department Request**

IT Director Bernie Harris presented quotes to add additional storage to the SAN. The funds are in his IT CCD Computer Equipment. He recommended the higher quote because it is 30 terabytes versus 15 terabytes. Commissioner Huber made a motion to purchase 30 terabytes of storage from Spectrum Technologies in an amount not to exceed \$31,122 to be paid for out of the IT CCD Computer Equipment. Commissioner Jessup seconded the motion. **Motion carried 3-0.**

### **Senior Services First Quarter Claims**

Mike Gill, acting Executive Director of Senior Services, introduced Vicky Adams, Office Manager, who presented the Commissioners with their quarterly claims. Commissioner Huber made a motion to authorize the Senior Services First Quarter Hancock Rural Transit claims with Hancock County being the pass thru with in an amount of \$97,046. Commissioner Jessup seconded the motion. **Motion carried 3-0.**

	A	B	C	D	E
1		<b>Department Head</b>	<b><u>OTHER ENTITY</u></b>	<b>2018 budget</b>	<b>2019 Req Budget</b>
2		DAVID WILDMAN	4-H ASSOCIATION	84,600	<b>\$84,600.00</b>
3		REBECCA CROWE	HISTORICAL SOCIETY	5,000	<b>\$5,000.00</b>
4		TESA THOMPSON	SENIOR SERVICES	34,000	<b>\$34,000.00</b>
5		DEANA HUDSON	CEMETARY COMMISSION	1,500	<b>\$5,000.00</b>
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<u>Department Head</u>	<u>Account</u>	<u>Department</u>	<u>2018 budget</u>	<u>2019 Req Budget</u>
<b>JOHN JOKANTAS</b>		<b>E911 Emergency Center</b>		
<b>FUND 1153</b>			<b><u>660,950</u></b>	<b><u>771,150</u></b>
<b>FUND 1222</b>			<b><u>1,444,691</u></b>	<b><u>1,201,308</u></b>
<b>MISTY MOORE</b>		<b>Emergency Management</b>		
<b>Fund 1001</b>	11804	Emergency Mgt Director	58,120	59,864
	11903	Emergency Mgy. Deputy	12,889	13,276
	22105	Fuel	4,800	4,800
	39600	Vehicle expense	1,000	1,000
	22299	Emerg. Mgt Operating Supplies	5,000	5,000
	31215	Mass Notification Agreement	8,500	8,500
	32603	Dmerg Mgt Cell phone	2,600	2,600
			<b><u>92,909</u></b>	<b><u>95,040</u></b>
<b>TIM RETHERFORD</b>		<b>NASA Director</b>		
<b>Fund 1001</b>	11604	NASA Director Salary	<b><u>43,253</u></b>	<b><u>44,253</u></b>
<b>JOHN APPLE</b>		<b>FELONY &amp; MISDEMEANORS</b>		
<b>Fund 1001</b>	14400	Public Defender Board	4,637	4,637
	22203	Public Defender Supplies	200	200
	31803	Pauper Counsel - reimbursable	400,000	450,000
	31901	Pauper Counsel -Non reimbursable	100,000	100,000
	39300	Assigned Counsel Training	2,000	2,000
			<b><u>506,837</u></b>	<b><u>556,837</u></b>

<b>DEAN FOLKENING</b>		<b>WEED SPECIALIST</b>		
<b>Fund 1001</b>	11408	Salary	11,653	11,653
	22402	Weed Supplies	1,500	1,500
	22403	Weed Specialist Chemicals	1,000	1,000
	22502	Weed Lien & Releases	1,000	1,000
	39903	Contractual Mowing	3,000	3,000
			<b><u>18153</u></b>	<b><u>18153</u></b>
<b>BOB WORKMAN</b>		<b>VETERANS SERVICE OFFICER</b>		
<b>Fund 1001</b>	12902	Veterns Service Officer	21,641	21,641
	12903	Part time Vetern Service Officer	14,992	14,992
	32403	VSO Phone	1,040	1,080
	32900	VSO Expense	3,600	3,600
	32901	VSO Software	500	500
			<b><u>41773</u></b>	<b><u>41813</u></b>
<b>DICK SIMON</b>		<b>WEIGHTS &amp; MEASURES</b>		
<b>Fund 1001</b>	11111	Inspector	17,511	17,511
	21100	Office Supplies	550	550
	23102	Supplies	200	200
	31200	Contractual Services	2,500	2,500
	32100	Postage	40	40
	32200	Mileage	1,650	1,650
	36100	Equip.Main & Repairs	500	500
	39100	Dues & Subscriptions	150	150
	39200	Meeting,Travel,Lodging	550	550
			<b><u>23,651</u></b>	<b><u>23,651</u></b>

<b>Fund Description</b>	<b>Acct</b>	<b>Acct Description</b>	<b>Loc</b>	<b>Loc Description</b>	<b>2018 Budget</b>	<b>2019 Req. Budget</b>	<b>Total Req per Dept 2019</b>
County Cum Capital Dev 1138	44100	Furniture & Equipment	0235	Probation	0	3,900	
	44202	Copier Lease	0235	Probation	0	2,805	<b>\$6,705.00</b>
County Cum Capital Dev 1138	44202	Copier Lease	0003	Treasurer	700	700	<b>\$700.00</b>
County Cum Capital Dev 1138	44202	Copier Lease	0004	Recorder	678	678	<b>\$678.00</b>
County Cum Capital Dev 1138	44100	Furniture & Equipment	0005	Sheriff	2,000	2,000	
	44302	Vehicle Equipment	0005	Sheriff	65,000	85,000	
	44400	Investigative Equipment	0005	Sheriff	7,000	7,000	
	44500	Radio Equipment	0005	Sheriff	2,000	2,000	
	44600	Camera & Video Equipment	0005	Sheriff	2,000	2,000	
	44700	SWAT & SCUBA	0005	Sheriff	3,000	3,000	
	44800	Motor Vehicles	0005	Sheriff	200,000	200,000	
	44900	Weapons & Vests	0005	Sheriff	7,000	7,000	
	45400	Auxiliary Police Exp	0005	Sheriff	37,000	2,000	
	44902	800 mhz Handheld Radios	0005	Sheriff	82,000	82,000	<b>\$392,000.00</b>
County Cum Capital Dev 1138	44202	Copier Lease	0380	County Jail Operating	6,000	6,000	
	44304	Kitchen Equipment	0380	County Jail Operating	1,000	21,000	
	44406		0380	County Jail Operating	0	0	
	44500	Radio Equipment	0380	County Jail Operating	1,000	2,000	
	44600	Camera & Video Equipment	0380	County Jail Operating	2,000	2,000	<b>\$31,000.00</b>
County Cum Capital Dev 1138	44405	Drone		Surveyor	3,000	0	
	44100	Furniture & Equipment	0006	Surveyor	3,000	5,000	



County Cum Capital Dev 1138	44200	Computer Equipment	0070	IT Department	98,000	109,000	
	44306	County Phone System	0070	IT Department	18,000	18,000	
	45107	Document Imaging Proj	0070	IT Department	4,000	3,500	
	45201	WebSite Expense	0070	IT Department	4,800	4,800	
	45601	Judical Computer Equip	0070	IT Department	18,000	18,000	
	45700	Contractual Software	0070	IT Department	216,500	239,000	\$392,300.00
County Cum Capital Dev 1138	44100	Furniture & Equipment	0201	Superior Court I	1,000	3,000	
	44201	Office Equipment & Machines	0201	Superior Court I	1,000	0	
	44202	Copier Lease	201	Superior Court I	1,600	1,072	\$4,072.00
County Cum Capital Dev 1138	44202	Copier Lease	0202	Superior Court II	1,224	1,224	\$1,224.00
County Cum Capital Dev 1138	44202	Copier Lease	0232	Circuit Court	900	900	\$900.00
County Cum Capital Dev 1138	44100	Furniture & Equipment	0911	E911	9,000	11,000	
	44200	Computer Equipment	0911	E911	14,000	30,000	
	44202	Copier Lease	0911	E911	1,100	1,100	
	44205	E911 Upgrades & Equipment	0911	E911	16,000	1,000	\$43,100.00
<b>Fund Description</b>	<b>Acct</b>	<b>Acct Description</b>	<b>Loc</b>	<b>Loc Description</b>	<b>2018 Budget</b>	<b>2019 Req.Budget</b>	<b>Total Req per Dept 2019</b>
County Cum Capital Dev 1138	40001	Safety Equipment	0302	Emergency Mgt.	1,500	1,500	
	44200	Computer Equipment	0302	Emergency Mgt.	9,500	9,500	
	44202	Copier Lease	0302	Emergency Mgt.	750	750	
	44800	Motor Vehicles	0302	Emergency Mgt.	0	0	
	40023	Audio/Visual Equipment	0302	Emergency Mgt.	3,000	0	\$11,750.00



County Cum Capital Dev 1138	45104	Test Equip Weights & Measures	0308	Weights & Measures	2,500	2,500	\$2,500.00
County Cum Capital Dev 1138	44202	Copier Lease	0002	Auditor	1,200	1,200	\$1,200.00
County Cum Capital Dev 1138	31301	Property Tax Cap Impact	0068	Co Commissioners	80,000	80,000	
	45101	Misc Building Expense (All)	0068	Co Commissioners	25,000	25,000	
	45080	ADA (Disability Act) Project	0068	Co Commissioners	25,200	25,200	\$130,200.00
County Cum Capital Dev 1138	44100	Furniture & Equipment	0001	Clerk/Court	1,300	1,300	
	44202	Copier Lease	0001	Clerk	2,875	2,500	\$3,800.00
County Cum Capital Dev 1138	44201	Office Equipment & Machnes	0001	Clerk/Elec.Boar d	5,500	5,500	
	44202	Copier Lease	0001	Clerk	865	905	\$6,405.00
County Cum Capital Dev 1138	31419	500W/300S RAB	0530	Highway	0	75,000	
	31420	600W/Broken Arrow	0530		0	400,000	\$475,000.00
		<b>REQUESTED TOTALS</b>			<b>\$1,220,409.50</b>		<b>\$1,716,142.00</b>

Commissioner Jessup left the meeting at 1:40 p.m.

**Minutes**

Commissioner Huber made a motion to approve the Commissioners' Minutes for the 4/3/18 meeting as presented. Commissioner Jessup seconded the motion. **Motion carried 2-0.**

The Hancock County Board of Commissioners meeting adjourned at 2:18 p.m.

Hancock County Commissioners

\_\_\_\_\_  
Commissioner Brad Armstrong, President

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Commissioner John Jessup, Vice-President

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Commissioner Marc Huber

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

Robin D. Lowder  
Hancock County Auditor