

## Hancock County Board of Commissioner's Minutes

June 16, 2015

Commissioners met in regular session. Those present were Commissioner Brad Armstrong, President, Commissioner Tom Stevens, Vice President and Commissioner Marc Huber.

Auditor Robin D. Lowder and Deputy Auditor Emily Moore were also present.

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

Attorney Ray Richardson arrived at 8:25 a.m.

### Highway Department

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

**Signatures-** County Engineer presented a striping renewal contract for signing, with Indiana Traffic Services, for an amount of \$60,000. This is the same price as last year. Commissioner Stevens moved to sign striping renewal contract with Indiana Traffic Services for an amount not to exceed \$60,000. Commissioner Huber seconded. Motion carried 3/0.

**Credit Application-** County Engineer presented a credit application, with Trail Boss, for an amount of \$2,500 for an axle. Commissioner Stevens moved signing of credit application, with Trail Boss, for an amount not to exceed \$2,500. Commissioner Huber seconded. Motion carried 3/0.

**Memorandum of Record-** At the Commissioner's meeting, June 2, 2015, the Commissioners authorized purchase of a mower with a not to exceed amount of \$50,000. County Engineer presented a MOR to purchase mower. (John Deere 6420 mower, 3,400 miles, 4 wheel drive, and a cost of \$46,500) Advertising has been cancelled and the mower should be delivered at the beginning of July.

**Selection Committee-** A committee has been selected for RFP for HSIP project. This committee will rank the three schools so that the school flasher signs can be placed. (Buck Creek, Sugar Creek, and Zion Lutheran) Joe Hollis, Gary Pool, and Susan Bodkin have been named to the Committee.

**Mowing-** County Engineer stated that a \$15,000 contract is ready if the county ends up needing to contract mow. County has only received a couple of calls about mowing being needed at this time. The County is in the process of purchasing another mower.

**Tire Collection-** Hancock County Engineer stated that there will be a tire collection at the Hancock County Yard for Solid Waste. This collection will happen the last week of July.

**Road Naming-** Herb Brown would like to have input into naming of a road.

## **Sheriff**

**Surplus Car-** The Sheriff's Department requested that the following vehicle be declared surplus.

1. 2008 Black Chevrolet Impala 4dr VIN# 2G1WC583781289156. Mileage is 101,511.

Commissioner Huber moved that the vehicle be declared surplus for purpose of sale. Commissioner Stevens seconded motion. Motion carried 3/0.

**Group Health Insurance Update-** Kevin Mandrell from First Merchants presented an insurance report and some information to help make decisions for the County's Insurance future. Mr. Mandrell said that HC claims are \$350,000 better than last year. HC is trending well and he doesn't foresee raising rates to employees at this time. Possibilities of having a health clinic for employees was discussed and what steps would need to be taken to see if this would be a feasible idea. Commissioners thought that Mr. Mandrell should start gathering information about this and that a study group in the future may be needed. Also, Mr. Mandrell stated that First Merchants merged with USI and that this merging would be final as of 6-19-15. USI is the 3<sup>rd</sup> largest privately held insurance broker. He stated that HC services would not change at this time, but that there would be many more programs available to better serve HC.

**Amateur Radio Week-** William Smith appeared before the Commissioners to request that a Proclamation for Hancock County Amateur Radio Club be declared for the week of June 22 – June 28, 2015. Commissioner Armstrong read Hancock Amateur Radio Club Proclamation. Commissioner Huber motioned that the week of June 22 – June 28, 2015 be declared as Amateur Radio Week. Commissioner Stevens seconded. Motion carried 3/0.

## **GIS**

**Memorandum of Understanding-** John Milburn, from GIS, presented a Memorandum of Understanding to share GIS data between the government of Hancock County Indiana and the Information Services Agency. Mr. Milburn needs the MOU re-signed and everything will remain the same as before. Commissioner Stevens moved approval of the MOU data sharing with ISA. Commissioner Huber seconded. Motion carried 3/0.

## **Emergency Operations Center**

**Surface Pro 3-** John Jokantas requested permission to purchase a Surface Pro 3, to replace an older I-PAD that doesn't work, for an amount of \$1,386.66. Commissioner Stevens moved for E-911 to purchase a Surface Pro 3 for an amount not to exceed \$1,386.66 out of E.O.C / C.C.D. Commissioner Huber seconded. Motion carried 3/0.

**Power DMS-** Power DMS is a document management company that is a cloud based service, should help limit liability, and help provide training on policy and procedures. It has a startup cost of \$4,950 and a yearly maintenance fee of \$2,950. Commissioner Stevens moved approval for purchase on the basic package from Power DMS in an amount not to exceed \$4,950 and the yearly maintenance fee in

an amount not to exceed \$2,950. Commissioner Huber seconded. Motion carried 2/1.  
Commissioner Huber opposed.

**Hearing and Vision Testing-** John Jokantas requested to enter into a yearly hearing and vision testing agreement for all employees (\$72.12-hearing, \$28.84-vision) and a psych testing for new employees (\$376.36) with Public Safety Medical. Commissioner Stevens moved approval of yearly hearing and sight testing for all employees and psych testing for all new hires. Commissioner Huber seconded. Motion carried 3/0.

**Recruiting Tool-** John Jokantas requested a special vacation policy for E-911 new hires. The Commissioners felt they need to remain with the current policy. All departments apply the policy equally among employees.

### **Penny Trail**

**Friends of the Hancock County Penny Trails-** Mary A. Wietbrock from Friends of the Hancock County Penny Trails appeared before the Commissioners to request they act as recipients of donated ( a piece of commercial property worth an estimated \$91,000) and acquired land. Also, she wanted to request a letter from the Commissioners supporting this project. Ms. Wietbrock said that this project has a lot of support. Their plan is to extend the trail (with a grant, deadline August 1, 2015 with a 50% match) from 600 W – 300 W. Commissioners would like for the County's insurance liabilities on this land to be checked. Commissioner Stevens moved that Hancock County, for purposes of Bicentennial Nature Trust, be recipients of donated and acquired land. Commissioner Huber seconded. Motion carried 3/0.

### **Health Department**

**Replacement of Employee-** Crystal Baker appeared before the Commissioners to request permission to advertise and replace the position of Environmental Health Specialist. Commissioner Stevens requested that when Ms. Baker has her list of qualifying candidates, that they speak with the Commissioners before any final decisions are made. Commissioner Stevens moved to authorize the Health Department to advertise for the position of Environmental Health Specialist. Commissioner Huber seconded. Motion carried 3/0.

### **Assessor**

**Pictometry-** Mary Noe appeared before the Commissioners to request signatures for an Addendum for contract with Pictometry for a second capture. (\$2,412 more to complete) Six square miles were not included in the original contract's first capture. Commissioner Huber moved to accept Addendum to contract dated 2-27-13 with Pictometry in an amount not to exceed \$137,869. Commissioner Stevens seconded. Motion carried 3/0.

### **Airport Authority**

**Land Use Update-** Jack Morton, the Commissioners Representative, with the Airport Authority appeared before the Commissioners to give an update on their land use. He stated they now have fifty full time employees, there are ten corporations based there, almost all of the hangars are in use, and they now have 6002 ft. of runway. (this has increased corporate use up to 40%) Mr. Morton also informed the Commissioners of a land use study that the airport is in the process of reviewing. If there is land the airport doesn't use the airport will sell to get the land back on the tax roll. (could be up to 40 releases)

### **IT Department**

**Storage-** Bernie Harris appeared before the Commissioners to share the quotes he has received for data storage. He said he had received four different quotes for the data storage device. The two that were considered were:

1. AppSalute, Inc. - \$104,770 - system, storage, software, NO installation
2. Spectrum Technology - \$108,160 – system, storage, software, & installation

Bernie Harris has recommended that Hancock County accept the quote from Spectrum Technology for system, storage, software, and installation for an amount of \$108,160. The reason for not accepting the lowest quote (AppSalute, Inc.) is that it does NOT include installation with it and the price quote from Spectrum Technology does. Commissioner Huber moves to accept the quote from Spectrum Technology and purchase the system, storage, software, & installation for an amount not to exceed \$108,160. Commissioner Stevens seconded. Motion carried 3/0.

**Website-** Bernie Harris requested permission to go ahead with the promotional video that C G & I Video wanted to shoot for Hancock County. It is a mini tourism video to add to our Website. Commissioners agreed to allow Bernie Harris to go ahead with this project and that Commissioner Armstrong would act as the contact.

### **Prosecutor**

**Lock-** Prosecutor's office is in need of a new dead bolt lock and needs to be re-keyed. Commissioners stated that it is fine to go ahead and complete the repair to the locks.

### **Action Items**

**Claims and Payroll-** Commissioner Huber moved approval of the claims and payroll as presented. Commissioner Stevens seconded the motion. Motion carried 3/0.

**Minutes-** Commissioner Huber moved approval of the June 2, 2015 Commissioner's Minutes. Commissioner Stevens seconded the motion. The motion carried 3/0. After a discussion there was a consensus to amend the June 2, 2015 Minutes at the next Commissioner's Meeting.

**Leaders in Navigating Knowledge/LINK-** Danielle Daugherty gave an overall presentation of what LINK does for our community. She shared the MISSION of LINK: A resource for the community to gather and share information about the variety of educational opportunities in and around Hancock County. LINK is a 5013 (C) program that is ran primarily through grants and guides nontraditionalstudents through personal, individual support. Ms. Daugherty provided the Commissioners with many informational handouts and a copy of LINK's budget with a request for consideration for help with funding in the future if the Commissioners see fit.

The Hancock County Board of Commissioners meeting adjourned at 11:43 a.m.

Hancock County Commissioners

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Commissioner Brad Armstrong, President

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Commissioner Tom Stevens, Vice President

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Commissioner Marc Huber

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

Robin D. Lowder  
Hancock County Auditor