

Hancock County Board of Commissioner's Minutes

January 20, 2015

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

Auditor Robin D. Lowder was also present.

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

Attorney Ray Richardson arrived at 8:12 a.m.

Highway Department

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

Purchase Order Closure – Commissioner's signatures are required to close out the P.O.'s Bridge# 59

ROW Purchase – Right-of-way certification was presented to the Commissioners for signatures for right-of-way purchased on 600 W. between U.S. 40 and Broken Arrow Drive, stating the Federal funds were not used for relocation, only to acquire property.

Bridge# 2 – located east of Fortville Pike on 500 N. Property owners Eddie and May Long are concerned that the project will cause water issues on their property. This should not be an issue. Approval is requested to offer an additional one to three thousand to keep out of condemnation. The Commissioners agree to allow the offer.

Crew Leader – the current crew leader is retiring the advertising will start for a new crew leader.

600 W. Drainage – 600 W. /U.S. 40 to Broken Arrow Drive there are concerns that the maximum flow is being increased. There was a study done on this and a presentation will be made for the public to attend.

Change Order – A Certified Bill on 300 N. and 600 W. in the amount of \$2,473.41 will be presented for payment. INDOT is refusing to reimburse.

Action Items

Claims and Payroll – Commissioner Huber moved approval of the claims and payroll as presented. Commissioner Armstrong seconded the motion. The motion carried 2/0.

Minutes – Commissioner Huber moved approval of the minutes for the January 6, 2015 and January 13, 2015 meeting of the Hancock County Board of Commissioners. Commissioner Armstrong seconded the motion. The motion carried 2/0.

Septic Installation Certification– Commissioner Armstrong moved to have Commissioner Huber represent the Board of Commissioners on the Committee appointed to study Septic Installation Certification in Hancock County. Commissioner Huber seconded the motion. The motion carried 2/0.

Covered Bridge – Commissioner Huber moved to approve the Covered Bridge Certification the true number of covered bridges in Hancock County is zero. Commissioner Armstrong seconded the motion. The motion carried 2/0.

Annex Roof – The Commissioners have two quotes for the annex roof repair. County Attorney Ray Richardson will send a letter to Carlisle Roofing Systems, Inc. regarding the warranty on the Annex Roof before any action is taken.

Probation

Employee FTA – Pat Powers appeared before the Commissioners to request three part time employees be changed to Full Time Affordable Care Act (FTA). Commissioner Huber recommended the request be taken to the County Council to make three existing part time employees, FTA employees. Commissioner Armstrong seconded the motion. The motion carried 2/0.

Drug Court – Problem solving grant. Requesting a new fund is established.

Health Department

Reappointment – Dr. Aspy appeared before the Commissioners for the reappointment of Dr. Scott Capen. Commissioner Huber moved to certify Dr. Scott Capen’s appointment to the Hancock County Board of Health for a term ending December 31, 2018. Commissioner Armstrong seconded the motion. The motion carried 2/0.

Credit Card Application – It was requested that the Health Department be allowed to apply for a credit card account. Crystal Baker would oversee the card. Commissioner Huber moved to allow the Health Department to apply for a credit card in the amount of \$1,000.00 and have Crystal Baker office manager oversee the card. Commissioner Armstrong seconded the motion. The motion carried 2/0.

2015 Health Department Fee Schedule – The Health Department Fee Schedule for 2015 was presented to the Commissioners for approval. There were three tiers and there are only two tiers now with one pricing. Commissioner Huber moved approval of the 2015 Fee Schedule for the Hancock County Health Department. Commissioner Armstrong seconded the motion. The motion carried 2/0.

Ash Cans – Dr. Aspy requested the Commissioners consider moving or removing the ash cans at the doors of the Annex. She feels they should follow the County Ordinance.

Communication – The Hancock County Board of Health will begin emailing their meeting minutes to the Commissioners and informing the Commissioners of their meeting schedule.

Action Items

Ordinance 2015-1A – An Ordinance Establishing the Hazard Mitigation Grant FEMA-4058-DR Fund 8937 Eds#C44P-4-553B. Commissioner Huber introduced Ordinance 2015-1A – An Ordinance Establishing the Hazard Mitigation Grant FEMA-4058-DR Fund 8937 Eds#C44P-4-553B. Commissioner Armstrong moved to authorize adoption on the same day of introduction. Commissioner Huber seconded. The motion carried 2/0. Commissioner Armstrong moved to adopt 2015-1A – An Ordinance Establishing the Hazard Mitigation Grant FEMA-4058-DR Fund 8937 Eds#C44P-4-553B. Commissioner Huber seconded the motion. The motion carried 2/0.

Hancock County Board of Finance Meeting

Recess – Commissioner Armstrong, President recessed the Hancock County Board of Commissioner’s meeting at 9:00 a.m.

Reconvene – Commissioner Armstrong, President reconvened the Hancock County Board of Commissioner’s meeting at 9:07 a.m.

Water System

Water Treatment – Dean Freije appeared before the Commissioners to discuss the proposal for the Courthouse and Purdue Extension water treatment cost. The Commissioners have requested this item be placed on the Action Item’s for the next meeting.

Sheriff’s Department

Ordinance 2015 1B – Major Brad Burkhart appeared before the Commissioners to request a new fund be established for the Pace Fund which is federal seizure money. Commissioner Huber introduced Ordinance 2015-1B an Ordinance Establishing the Federal Equitable Share Pace Fund. Commissioner Huber made a motion to authorize adoption on the same day of introduction. Commissioner Armstrong seconded the motion. The motion carried 2/0. Commissioner Huber moved to adopt Ordinance 2015-1B an Ordinance Establishing the Federal Equitable Share Pace Fund. Commissioner Armstrong seconded the motion. The motion carried 2/0.

Ash Borer

Trees – Ronald Kerrigan appeared before the Commissioners to discuss the dying ash trees in the county and how it will affect the county. He has spoken to several DNR officials. Damaged trees are a serious problem, there will be trees that will need to be cut down and feels the county should have an action plan to identify the scope of the problem. The Commissioners will have county employees watch for damaged trees in the County ROW. The Commissioners feel that trees located on private property should be the owner’s responsibility. The Commissioners would like to see the Public educated on this issue. Roy Ballard, through the extension office, would be the person to begin the education. The Commissioners will review the info provided. Mr. Kerrigan stated when there is a detailed plan they will come back to the Commissioners.

Action Items

Citizens Comments

John Priore-appeared before the Commissioner to state his concerns about FSG Inc. giving advice as he feels they are representing too many entities with the potential for conflict.

George Langston-appeared before the Commissioners and asked how much is enough. He objects to the balances in county accounts.

Financial Solutions Group, Inc. Contract- Commissioner Huber moved to enter into an agreement with Financial Solutions Group, Inc. for required Redevelopment Commission Reporting which is due March 15, 2015, July 15, 2015, July 31, 2015 and October 1, 2015 on an hourly basis. This is not Municipal Advisory services. Commissioner Armstrong seconded the motion. The motion carried 2/0.

Employee Policy

Personal Days - Auditor Robin Lowder appeared before the Commissioners to discuss the issue of employees that leave County employment receive pay for unused personal days but active employees do not receive pay if days are not used before the end of the year. Commissioners agree it is not a good practice to pay unused personnel days when employees leave County employment. County Attorney Ray Richardson will prepare an Ordinance.

Prosecutor's Office

Personnel Manual - The Prosecutor office wrote an employee policy for his employees. Commissioner Armstrong would like to incorporate the prosecutor's changes into the County policy and work out an agreement. Prosecutor Brent Eaton appeared before the Commissioners and would be glad to provide a summary of differences between the county manual and his manual.

Action Items

Attorney - County Attorney Ray Richardson made a request to the Commissioners if they were in agreement with hiring Wayne Uhl of Stephenson Morrow & Semler to represent the county in a possible EEOC law suit. Commissioner Armstrong moved if the EEOC law suit is pursued, Wayne Uhl of Stephenson, Morrow & Semler would be hired for representation of the County. Commissioner Huber seconded the motion. The motion carried 2/0.

CAPITAL IMPROVEMENT PLAN

Hancock County Commissions

Greg Guerrettaz

Work Session – Greg Guerrettaz appeared before the Commissioners to discuss the Hancock County Capital Improvement Plan. A list of Offices in the County was reviewed and confirmed. Probation, Community Corrections, the Extension Office and Coroner’s Office were added to the list. A request will be made of each department to update the five year capital improvement plan for their department. The dates are to be 2015 through 2019. The Highway Department will now be equipment only. The County facilities were reviewed and prioritized based on the DLZ Report dated June 22, 2014. The Jail needs were discussed and clarified. Next steps are: 1. Send out CIP update, 2. Summary of Facility Capital Improvement Plan. (See next page) 3. Funding request to County Council to fund two million dollars immediately. 4. Draft a plan for new facilities, for additions and or expansions of buildings. 5. Make a formal request for a well-qualified maintenance person to take care of all County buildings within the Commissioner’s Budget.

The Hancock County Board of Commissioners meeting adjourned at 1:05 p.m.

Hancock County Commissioners

Commissioner Brad Armstrong, President

_____ Absent _____
Commissioner Tom Stevens, Vice President

Commissioner Marc Huber

Attest: _____
Robin D. Lowder
Hancock County Auditor

HANCOCK COUNTY, INDIANA

Summary of Facility Capital Improvement Plan
(Based on DLZ report dated 7/22/14)

<u>Building</u>	<u>Total Estimated Cost</u>	<u>Priority Rank</u>	<u>Possible Funding Sources</u>
Jail	\$ 4,058,600		
Courthouse	236,600		
Annex	195,000		
Prosecutor's Office	335,400		
Community Corrections	152,100		
E911 Operations Center	12,350		
Highway Dept. Offices	56,550		
Highway Parking and Sign Room	377,000		
Highway Garage	33,800		
Highway Storage Shed	45,500		
Highway Sand Storage	24,050		
Salt Barn	26,000		
Purdue Coop Extension	107,900		
Memorial Building	1,781,000		
Shooting Range	<u>7,800</u>		
Total	<u>\$ 7,449,650</u>		

Note: All amounts shown above are estimated hard construction costs plus 30% estimated soft costs as prepared by DLZ. Jail cost is based on 5/30/13 DLZ Report.