

## **Hancock County Board of Commissioner's Minutes**

**January 15, 2013**

Commissioners met in regular session. Those present were Commissioner Derek Towle, President, Commissioner Brad Armstrong, Vice President and Commissioner Tom Stevens. Auditor Robin D. Lowder and Attorney Ray Richardson were also present.

The Hancock County Commissioners Meeting was called to order at 9:00 a.m.

### **In The Matter of the Highway Department**

Engineer Joe Copeland appeared before the Hancock County Board of Commissioners to discuss the following:

**Bridge Conference** – Joe Copeland requested permission to attend the Bridge Conference in West Lafayette, Indiana on January 30<sup>th</sup> and 31<sup>st</sup>. Commissioner Armstrong moved to approve Joe Copeland to attend the Bridge Conference. Commissioner Stevens seconded the motion. The motion carried 3/0.

**Right-of-Way Acquisition** – Request approval to advertise a request for right-of-way acquisition for two projects. The first at 600 W. south of U.S. 40 the second at 300 N. east of 600 W. and 300 N. intersection and 600 W. north of the same intersection. They need RFP's to get Federal reimbursement. Commissioner Stevens moved to authorize the Highway Department to request proposals for right-of-way work on the project on Mt. Comfort road south of U.S. 40. Commissioner Armstrong seconded the motion. The motion carried 3/0. Commissioner Stevens moved to authorize the Highway Department to request proposals for right-of-way work on project for 300 N. Section G and 600 W. Section A. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Hancock County Equipment Advisory Committee** - presented their recommendations to the Commissioners as follow: Assign one driver to be responsible for a single truck. Safety is to be the number one concern. Dump trucks will not be purchased this year; three will be purchased in 2015 and 3-4 in 2017; hire two mechanics for additional maintenance. This will be a savings of \$10,800.00. The Commissioners were pleased with the Committee's recommendations. Commissioner Stevens moved to authorize the Highway Department to hire mechanics as recommended. Commissioner Armstrong seconded the motion. The motion carried 3/0. Commissioner Armstrong moved to adopt the Hancock County Equipment Advisory Committee's recommendations as presented. Commissioner Stevens seconded the motion. The motion carried 3/0. The Committee will continue to work on recommendations.

**Bids for Bridge 23** – The bids were opened at 9:30 a.m. Hoosier Pride Excavating in the amount of \$383,683.35 and Duncan Robertson, Inc. in the amount of \$372,089.63. Commissioner Armstrong moved that the bids be reviewed by the County Engineer and County Attorney to be returned later in the meeting for awarding the bid. Commissioner Stevens seconded the motion. The motion carried 3/0.

#### **In The Matter of CCD**

The Hancock County Council approved \$800,000.00 for the Commissioners to budget for the County Departments.

**County Extension Office** – appeared before the Commissioners to request \$1,500.00 for furniture/equipment and \$17,283.00 for Computer/Copier Lease. The Commissioners discussed what is actually required for the computer/copier lease and will take the balance of the request into consideration. Commissioner Stevens moved approval of the copier/computer lease for the County Extension Office in the amount of \$16,800.00. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Hancock County Clerk's Office** – Marcia Moore appeared before the Commissioners and reviewed her request for funds. Her copier leases were already approved by the Commissioners for \$1,740.00 and \$864.00. A second copier was requested to replace an old one in the public access area. Commissioner Towle moved to approve a new copier requested for the public access area for \$864.00. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Hancock County Auditor's Office** – Robin Lowder appeared before the Commissioners to review her request for transfer books which need to be reprinted every four years and it has been six years since they have been printed. The Commissioners will take the request into consideration. The copier lease for \$1,690.00 had already been approved by the Commissioners.

**Hancock County Treasurer's Office** – Janice Silvey appeared before the Commissioners and stated there were no additional requests. The copier lease had already been approved by the Commissioners for \$864.00.

**Hancock County Recorder's Office** – Debra Carnes appeared before the Commissioners to discuss her request for funds. She had ordered chairs in the amount of \$698.00 out of the 2013 budget. The copier lease had already been approved by the Commissioners for \$1,272.00. Commissioner Stevens moved approval of the furniture expense in the amount of \$698.00. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Hancock County Sheriff's Department** – Sheriff Shepherd appeared before the Commissioners to discuss the request for funds. The Commissioners will take the request into consideration.

**Hancock County Surveyor** – Susan Bodkin appeared before the Commissioners to discuss the requested funds. The Commissioners will take the request into consideration. Approval was requested to sell drafting supplies to Greenfield Central Schools for \$1.00. The Commissioners approved the request.

**Hancock County Prosecutor's Office** – The request for funds was discussed that the computers are so old they are unable to support the current programs the office is required to use. The printers are also old. A Tablet and desk top printer was ordered in December, 2012. Commissioner Stevens approved the purchase of a desk top printer in the amount of \$250.14. Commissioner Armstrong seconded the motion. The motion carried 3/0. Commissioner Stevens moved approval of the purchase of the Tablet in the amount of \$1,300.00 for the Prosecutor's Office. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Hancock County IT Department** – Bernie Harris appeared before the Commissioners to discuss the requested funds. Computer Equipment in the amount of \$150,000.00 is for servers, the rest for computers and printers. Commissioner Armstrong moved approval of \$214,450.00 in Contractual Software for the IT budget. Commissioner Stevens seconded the motion. The motion carried 3/0. Commissioner Armstrong moved approval of the county phone system maintenance contract for \$14,000.00 for the IT Department. Commissioner Stevens seconded the motion. The motion carried 3/0. Commissioner Stevens moved approval of \$3,500.00 for Document Imaging Project contract for the IT Department. Commissioner Armstrong seconded the motion. The motion carried 3/0. Commissioner Stevens moved approval of \$1,000.00 for the County Website Contract. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Hancock County Planning Department** – The copier is included with the IT budget.

**Hancock County Reassessment** – Mary Noe appeared before the Commissioners to discuss the requested funds. Pictometry Upgrade is used for reassessment. The contractual Service Agreement is with Nexus Group. Commissioner Stevens moved approval of \$140,000.00 for Computer Service Agreement for The Assessor's Office. Commissioner Armstrong seconded the motion. The motion carried 3/0. Commissioner Stevens moved approval of \$135,000.00 for the pictometry update. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Superior I, Superior II and Circuit Court** – The copier lease for Superior II had already been approved by the Commissioners for \$900.00. Commissioner Armstrong moved approval of copiers for Superior I and Circuit Court in the amount of \$900.00 each. Commissioner Stevens seconded the motion. The motion carried 3/0.

**Weights Measures** – The Commissioners will take the request for test equipment into consideration.

**Emergency Operations Center** – Discussion of funds will be at a later date.

**Commissioners** – Commissioners will review the requested funding.

### **In The Matter of Hancock County IT**

**Storage** – Bernie Harris appeared before the Commissioners to request items needed for the new software storage. Needed are two 30 amp circuits at a cost of \$600.00 for the installation costs by Steve Millis Electric and two PDU's at a cost of \$617.00 each. Commissioner Stevens moved approval of \$600.00 from Commissioner's building maintenance repairs for new receptacles and \$1,234.00 out of IT Budget for PDU's. Commissioner Armstrong seconded the motion. The motion carried 3/0

### **In The Matter of Emergency Declaration Form**

**Form** – Larry Ervin appeared before the Commissioners to request they presign forms which would be the first step required for declaring a County emergency. Commissioner Stevens moved approval for the Commissioners to place their signatures on file to be used in case of a declared emergency. Commissioner Armstrong seconded the motion. The motion carried 3/0.

### **In The Matter of Senior Services**

**Claims** – Cindy Martin from Senior Services appeared before the Commissioners to request approval of the fourth quarter claims in the amount of \$45,454.00. Commissioner Stevens moved approval of the invoice for the Indiana Department of Transportation in the amount of \$45,454.00. Commissioner Armstrong seconded the motion. The motion carried 3/0.

### **In The Matter of The Commissioner's Action Items**

**Minutes** – Commissioner Stevens approved the minutes from December 18, 2012, January 2, 2013 and January 8, 2013. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Claims** – Commissioner Stevens moved to approve the claims as presented. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Corridor Study** – Commissioner Stevens presented the Hancock-Shelby Counties North-South Corridor Study from U.S. 40 to I-74 by United Consulting to be entered into the record.

**Memorandum of Settlement** – the agreement with Karen Beeson and Anne Elsbury for the Northeast quadrant of the intersection improvement at 600 W. and 300 N. The settlement is in the amount of \$515,000.00. Commissioner Stevens recommends the approval of the Memorandum of Settlement for the intersection improvement at 600 W. and 300 N. with the stipulation the Rental remains in effect until June 15, 2013. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Mediation** – Commissioner Stevens moved that due to not being able to mediate with Karen Beeson as Trustee for property located at the Northwest quadrant the county should allow the condemnation to proceed on to trial. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Hancock County Solid Waste Management** – The annual report for 2012 was entered into record.

**Indiana HORT Congress** – Mike Dale of the Planning Department will appear at the conference to speak on Agri-Tourism on January 22-24, 2013

#### **In The Matter of Bid**

**Bridge 23** – Engineer Joe Copeland recommended the low bid with Duncan Robertson, Inc. Commissioner Armstrong moved approval of the low bid with Duncan Robertson, Inc. in the amount of \$372,089.63. Commissioner Stevens seconded the motion. The motion carried 3/0.

#### **In The Matter of Appointments**

**Workforce One County Chief Elected Official** – the job description was presented. Commissioner Stevens moved to appoint Commissioner Towle Hancock County Chief Elected Official with Workforce One for a term ending December 31, 2013. Commissioner Armstrong seconded the motion. The motion carried 3/0.

#### **In The Matter of Commissioner Action Items**

**Financial Solutions Group Contract** – Commissioner Armstrong moved approval of the contract between Financial Solutions Group Services and Hancock County with rates as follows: Partner's hourly rate \$165.00; Staff Level 1 hourly rate \$100.00; Staff Level 2 hourly rate \$75.00; Staff Level 3 hourly rate \$50.00; Staff level 4 hourly rate \$25.00; Mileage \$.50 per mile; Copies and Mailings at cost, with the total amount not to exceed \$30,000.00. Commissioner Stevens seconded the motion. The motion carried 3/0.

**County Insurance** – The agreement between Kevin Mandrell with First Merchants Insurance Group and Hancock County Government was presented to the Commissioners. Commissioner Armstrong moved approval of the Insurance Consulting Agreement between Kevin Mandrell with First Merchants Insurance Group and the Hancock County Government at a cost of not to exceed \$18,000.00. Commissioner Stevens seconded the motion. The motion carried 3/0.

**Purdue Service Agreement** – agreement, Amendment #5 to Extension Contractual Services Agreement Between Purdue University and Government of Hancock County, Indiana, in accordance with IC 29-12-42.1 was presented to the Commissioners. Commissioner Stevens moved approval of Amendment #5 which extends our Memorandum of Understanding Agreement for contractual services with Purdue University for an annual amount not to exceed \$101,850.00. Commissioner Armstrong seconded the motion. The motion carried 3/0.

**Boiler** – Commissioner Armstrong moved to accept the proposal from Fitzgerald North for work on the boiler at the Memorial building in an amount not to exceed \$4,450.00. Commissioner Stevens seconded the motion. The motion carried 3/0.

**Inter-Local Agreement** – with Greenfield Fire Department, City of Greenfield and Jackson and Blue River Townships for payment for basic life support in Jackson and Blue River Township. The Commissioners, after discussion, feel this should be between the townships and the City of Greenfield.

**In The Matter of Jail Locks**

**Sheriff Recommendation** – After review of the bids the Sheriff felt Federal Lock would not be a good company to use and they are not an authorized installer for the locks. The Sheriff recommends Crowder Detention, Inc. Commissioner Armstrong has spoken with a Colorado based company, CML RW. The Commissioners would like to table this matter for two weeks.

**Public Comment** – Roger Marchal residing on Buck Creek Road in Cumberland appeared before the Commissioners to voice his concern about the trail the Town of Cumberland is putting in which extends from U.S. 40 to 21<sup>st</sup> Street/100N along Buck Creek. The trail will be across his property and he is very concerned it will have negative results.

The meeting adjourned at 12:58 p.m.

Hancock County Commissioners

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Commissioner Derek Towle, President

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Commissioner Brad Armstrong, Vice President

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Commissioner Tom Stevens

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

Robin D. Lowder  
Hancock County Auditor