

Hancock County Board of Commissioners
Regularly Scheduled Meeting
November 17, 2020

Commissioners met for a regular session. Those present were Board of Commissioners President John Jessup, Vice President Brad Armstrong, Commissioner Marc Huber, County Attorney Scott Benkie and Auditor Debra Carnes. Commissioner Jessup called to order the November 17, 2020 Hancock County Commissioners Board meeting at 8:00 AM.

Highway Updates

- Highway Engineer notified Commissioners of a highway employee that passed away after 32 years of service to the county. He was well respected and a dedicated public servant to Hancock County. Highway experienced a COVID outbreak, precautions were taken and it was resolved.
- Requested commissioner's signature for liquid asphalt renewals.
- Commissioner Huber made a motion to carry over the 2020 pricing from Asphalt Materials Inc. for liquid asphalt materials. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Requested commissioner's signature for a Mt Comfort Road Cemetery Relocation Plan. No plans to move any gravesites but needed one on file.
- Commissioner Huber made a motion to accept the Cemetery Development Plan for the Mt Comfort Cemetery for CR 600 W and 350 N, Segment A. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Final inspection for environmental mitigation area on 300 N (first bridge by Amazon complex). We are required to build a wetland to offset impacts from the development. The site is ideal for a wetland and passed inspection.
- Commissioner Huber made a motion to accept the wetland on 300 N. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Requested signatures for grant applications for 300 N (total RDC project \$9.3M, requesting \$7M in federal aid), Bridge 85 (total project \$2.242M, requesting \$1.533M federal aid) and Bridge 146 (total project \$1.2M, requesting \$736,000 federal aid) at an 80% match.
- Commissioner Huber made a motion to apply for the grant for Bridge 146. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Commissioner Huber made a motion to apply for the grant for Bridge 85. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Commissioner Huber made a motion to apply for the grant for 300 North from 600 W to 700 W. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Highway will have bids for review at the Commissioners December 15th meeting.

Dedicate ROW Highway Estates Minor Sub

Commissioner Huber made a motion to accept the additional 18' half ROW for Heighway Estates Minor Sub for a total of 35' half ROW. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

Claims & Payroll

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

Commissioner Minutes

Commissioner Huber made a motion to approve the Commissioners minutes for November 2, 2020 as presented. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

Health Department Contact Tracer

- Health Department Physician requested approval to pursue grant funding to hire a new temporary position for a Contact Tracer. She thanked Commissioners for their quick response outside of a regularly scheduled meeting; she successfully hired a person for this position, but wanted to make a formal request and be noted in the minutes. The contact tracer position is grant funded, part-time and non-benefited. This should sustain the Health Department to January and will be evaluated at that time.
- Commissioner Huber made a motion to ratify Commissioner approval for use of the grant fund to hire a Contact Tracer for the Health Department, since Commissioners approved outside of a regularly scheduled meeting due to urgency of the matter; to be paid out of the grant fund. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Discussed accruing comp time and vacation time with two employees in the Health Department. Commissioner Jessup requested to discuss later in the meeting.
- Commissioner Jessup questioned COVID cases for Hancock County. Health Department Physician said the state's numbers are high; Hancock County has had two additional deaths; our schools have 75 current cases (students and staff), Hancock County's total cases are at 2,028 and the county will continue in Orange.

E-911 Part-time Employees

- E-911 Director discussed part-time employees working the holidays and receiving time and half wages. Paying part-time employees time and half is against county policy but allows them to assist with holidays. This benefit draws in part-time employees and relieves full-time employees to enjoy holidays with their families.
- Commissioner Huber made a motion for the County Attorney to create a Resolution amending the language of our policy to allow any part-time Hancock County employees working holidays to receive time and half. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

Maintenance Update

Reported maintenance projects progressing without issues.

RQAW Update on New Jail

- RQAW reported the new jail is progressing on schedule.
- Community Corrections updates for the Sheriff's Department are progressing and almost complete. Discussed a change update for \$26,151 for security doors.

- Commissioner Armstrong made a motion to authorize \$26,151 change order to the Community Corrections to be paid out of the Sheriff's Commissary. Commissioner Huber seconded the motion. **Motion carried 3-0.**
- RQAW will begin putting parking lot stripes in the county building parking lots, Saturday, November 28th. Commissioners requested RQAW put up signs "no parking". RQAW will send the Auditor a map and schedule of work to be completed to accompany the Auditor's email to all departments.
- Requested Commissioners signature on the amended plat for the new jail.
- Commissioner Huber made a motion to approve the secondary plat for the new jail, which establishes the Malcolm Grass Parkway. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Hancock County's Financial Consultant discussed a resolution for a bond anticipation note to pay for the sheriff's jail administration building addition.
- Commissioner Armstrong introduced Resolution 2020-11-4 for a resolution of the Board of Commissioners of Hancock County for a bond anticipation note to construct a new Sheriff's office and jail administration building addition at the new jail facility and read into minutes the Resolution.
- Commissioner Armstrong made a motion to adopt Resolution 2020-11-4. Commissioner Huber seconded the motion. **Motion carried 3-0.**

Annex Chiller Replacement Bids Discussed

- Engineer with Circle Design Group discussed Annex Chiller bid options with Commissioners.
- Commissioner Armstrong made a motion to go with the low bid for PDF Mechanical alternate #2 the Daikin chiller and alternate #4 the fountain pumps as presented. Commissioner Huber seconded the motion. **Motion carried 3-0.**

Plat Approval / Zoning Amendments

- Director for Planning Department requested an Ordinance to amend the PUD for Hills Over Sugar Creek.
- Commissioner Huber introduced Ordinance 2020-11E amending the PUD for The Hill's Over Sugar Creek as presented.
- Commissioner Huber made a motion to adopt Ordinance 2020-11E. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Director for Planning Department requested an Ordinance to rezone 40 acres for Mohawk Trails Planned Unit Development.
- Commissioner Huber introduced Ordinance 2020-11F a zoning ordinance for Mohawk Trails PUD, the most recent version.
- Commissioner Huber made a motion to approve Ordinance 2020-11F. Commissioner Armstrong seconded the motion. Commissioner Jessup asked if anyone would like to speak regarding Ordinance 2020-11F. Teresa Holland from Country Lane Drive came forward and thanked the builder for working with the surrounding owners. She requested the Commissioners be visionary, not reactive for what is approved in the county. She urged Commissioners to also be selective on anything coming into the County. **Motion carried 3-0.**

- Director for Planning Department notified Commissioners Fields at Sugar Creek at US52/southwest corner of the county, the petitioner withdrew and he will forward the results and recommendation of the Planning Commission.
- Director for Planning Department requested a rezone for Arrowhead Mobile Home Park.
- Commissioner Huber introduced Ordinance 2020-11G a rezoning of Arrowhead Mobile Home Park from Residential (R2.5) to Residential Manufactured Home Park (RMHP).
- Commissioner Huber made a motion to approve Ordinance 2020-11G. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

Clerk's Request for Comp/Vacation Time

- Clerk requested carry over for comp time for her two election employees. Staff worked two weeks of Weekdays 8AM-7PM, Saturdays 9AM-4PM and Sundays 1PM-4PM on call and available for the vote centers with no breaks between the primary and general election. Next year there is no election, it will be just reviewing procedures and voter list. Robin has 136 and Becky has 193, the clerk will require comp time to be used by July 1st.
- Commissioner Huber made a motion to allow carryover of comp time for the two election board employees all to be used or lost by July 1, 2021. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

Surveyors Non-Navigable Streams

Surveyor requested additional funds for Non-navigable Streams for three large jams that need removed before the end of the year. Council approved moving money at the 11/12/20 County Council meeting and the surveyor notified Commissioners funds have been transferred.

Health Department Comp/Vacation Time Request

- Health Department Physician requested approval to payout or carry over hours for two employees (56 & 74 hrs) as they continue to accrue overtime for the foreseeable future.
- Commissioner Huber made a motion to approve payout of comp time for two Health Department Employees through December 1, 2020 and allow for vacation carry-over to 2021. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

Building Department Issue

- New Palestine homeowner hired a contractor for a room addition and defects were missed by the contractor and inspector. The contractor missed the first footer inspection and paid a fine, so the footer was never inspected. The structure was not properly built on the footer. Two months after construction, the addition has mold and water pooling. The homeowners now have a structure that needs to be torn down and pay a lawyer to resolve this.
- Commissioner Armstrong said this should trigger a liability claim with the builder's insurance. Commissioners agreed to waive all permit fees for their new contractor.

Auditor's Request for Replacement Employee

- Auditor requested to replace a transfer deputy.
- Commissioner Huber made a motion to allow the Auditor to transfer an existing employee to the open position and replace an employee at the same salary. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

2021 Holiday and Meeting Schedule

Commissioner Huber made a motion to approve the 2021 Holiday and Meeting schedule as presented. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

BOC President to Sign Claims 11-30-20

Commissioner Huber made a motion to allow the Commissioners President John Jessup to sign Claims Monday, November 30, 2020, due to the next meeting not being until December 3, 2020. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

Purdue University Contractual Services Agreement

Commissioner Huber made a motion to enter into the Purdue Contractual Services Agreement for 2021 in the amount of \$114,500. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

The Hancock County Board of Commissioners meeting adjourned at 11:13 AM.

Hancock County Commissioners

Commissioner John Jessup, President

Commissioner Brad Armstrong, Vice-President

Commissioner Marc Huber

Attest: _____
Debra Carnes, Hancock County Auditor