

Hancock County Board of Commissioners
Regularly Scheduled Meeting
September 1, 2020

Commissioners met for a regular session. Those present were Board of Commissioners President John Jessup, Vice President Brad Armstrong, Commissioner Marc Huber, Auditor Debra Carnes and Trish George, Secretary to Board of Commissioners and County Council. County Attorney Scott Benkie participated by telephone. Commissioner Jessup called to order the September 1, 2020 Hancock County Commissioners Board meeting at 8:01 AM.

Highway Updates / Gary Pool-Engineer

- Requested signatures for the 600 West project; USI contract Seg 4 New Palestine to Schools.
- Commissioner Huber made a motion to enter in the consulting contract with USI Consultants, Inc. for Segment 4 on 600 West from New Palestine to the schools in an amount not to exceed \$456,015. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Monroe Callen relocate (\$1.7M) is confirmed and expected within 30 days.
- Walmart RAB is contracted and awaiting INDOT approval.
- Clarian Partners met at RDC meeting and requested \$3M to construct a road. After negotiations, they will front the \$3M to construct the road and recoup out of property tax.
- Organic work almost done (money is tight).
- Billed INDOT for Detour (\$4K).
- New Mechanic Richard Lang starts September 1, 2020.
- PMM done this month; New door hangers to explain PMM are nice.
- Airport ROW for RDC negotiated and drainage issue is worked out.
- US40 turn – RQAW looking at turning movement. Tractor/trailers would have trouble with this turn.
- AIC conference going virtual.
- CGS price decrease; \$1.10 a ton
- Reported a news article with good reviews; public happy.
- Damage and injury reports are down (possibly due to COVID).
- Last month MVH and LRS revenue back to normal.

Claims & Payroll

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

Release Bonds for Surveyor

- Commissioner Huber made a motion to release the Performance Bond for Stone Ridge Development LLC in the amount of \$12,675 for Stone Ridge Sec 2 for performance erosion control. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Commissioner Huber made a motion to release the Performance Bond for Winding Oaks LLC in the amount of \$10,000 for Bo's Run for the swales. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Commissioner Huber made a motion to release the Cash Bond for R & F Development in the amount of \$6,563 for Summerhaven Section 3 for storm maintenance. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

Tom Fitzwater w/PDF

- Discussed replacing the chiller in the Annex Building.

Maintenance Update / Dean Mullins

- Discussed the E-911 project with Jaco. After discussion with Jaco the down payment to begin work was waived per an email Dean received. Dean said a DocuSign Agreement was sent to begin work. Commissioner Huber advised Dean to schedule.

Surveyor / Susan Bodkin

- Requested approval for a Professional Services Agreement from Schneider Geospatial. Many departments use Schneider (i.e. Surveyor, Assessor, Recorder, Auditor, IT Department, Building and Planning Department) it would be beneficial to list this all together under Contractual. Commissioners agreed this would be more for Council to decide.
- Commissioner Huber made a motion to enter into a Professional Services Agreement with Schneider Geospatial for the annual hosting on Beacon for a yearly amount of \$960, with a prorated amount from October 1 to December 31st of 2020 for \$240 to be paid out of Surveyors GIS Fund. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

First Group Engineering, Inc. / Pennsy Trail ROW

- Commissioner Huber made a motion to enter into an Agreement with First Group Engineering, Inc for Pennsy Trail ROW engineering and services between 500 and 600 West in an amount not to exceed \$59,255 to be paid out of Food & Beverage Fund. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

Greenfield's Main Street Annual Chalk Festival / Debra Smith

- Requested to use the Courthouse and Annex sidewalks, Courthouse steps, lawn and Plaza for 12th Annual Chalk Festival on September 19th, 12 Noon until 8 PM.
- Commissioner Huber made a motion to allow Greenfield's Main Street to use the Courthouse and Annex sidewalks, lawn and Plaza on September 19th from Noon to 8 PM for the Annual Chalk Festival. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

Health Dept Replacement Employee / Crystal Baker

- Requested to replace a nurse.
- Commissioner Huber made a motion to allow the Health Department to hire a replacement nurse who left in August. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

Building Department Schneider Agreement / Scott Williams

- Requested approval to enter an Agreement with Schneider Geospatial for an updated permit program. Scott verified with the County Attorney, Scott Benkie that he reviewed the last revision on the Agreement. Scott Benkie replied yes. Scott Benkie confirmed Mike Dale was good with the Agreement. Scott Williams replied yes, Mike was good with the Agreement.
- Commissioner Huber made a motion to enter into a Professional Services Agreement with Schneider Geospatial for the Hancock County Building & Planning Department permit services; the initial set-up is \$57,670; the hosting for November 1, 2020 through December 31, 2020 is \$1,230 for a total in 2020 of \$58,900; January 1, 2021 through December 31, 2021 the hosting is \$7,380 to be paid out of Fund 1138 Building Department CCD. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

CASA Grant Ordinance 2020-9A

- Commissioner Huber introduced Ordinance 2020-9A an Ordinance establishing the United Way Grant Fund 8954.
- Commissioner Huber made a motion to suspend the rules and allow for adoption on day of introduction of Ordinance 2020-9A. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Commissioner Huber made a motion to adopt Ordinance 2020-9A. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

E-911 / John Jokantas Director

Questioned the Cares Federal Funds and approval to request pre-approval from IFA for reimbursement. Then he would come back for approval for the actual projects; then the process of paying bills and the Auditor's office will submit as part of the reimbursement to the State as part of the Cares Money. In May, we purchased 10 portable radios; John would like to submit and attempt to get the money back to put into the bond (that was \$35,000). The Annex door access system for \$60,000 would be another. Portable 911 phones are another. Many counties have a back-up 911 Center they build or rent and this would be hundreds of thousands of dollars to build, but the phone would allow you set-up dispatch from several locations. The phones come in a set of two (estimated at \$7,500) or four (estimated at \$15,000). Commissioner Huber confirmed so you are looking at \$110,000. John said yes. Other counties have already submitted similar requests. The last thing is mobile radios for smaller law enforcement offices, \$237,000; this would only be pursued if the IFA approves for reimbursement. Commissioner Jessup said if these items can be reimbursed through the Cares Act, he would be in favor of it. Commissioner Huber was interested but does not want to be responsible for maintenance of the radios. John confirmed these items would only be pursued only if the county was reimbursed through the Cares Act. Commissioner Armstrong was concerned with future spending (maintaining, replacement, etc.) and stressed the need for setting parameters; even if its reimbursable it is not without cost; because it's money that shouldn't have been spent there; it should have been budgeted. John would like to move forward with at least the 13 radios the Sheriff needs. Commissioners agreed John could verify and see if these items are reimbursable.

Payroll Update / Mary McCoy

- Discussed Payroll Tax Deferral Program; this program is only for the employee's Social Security portion and would need to be paid back in 2021. Tracking this would be tedious and Mary recommends not participating. Commissioners agreed to not participate in the Deferral Program. Mary inquired on a statement to employees. Commissioners agreed Mary can prepare a statement to employees notifying them Hancock County will not participate in the Deferral Program.
- Commissioner Huber made a motion Hancock County will not participate in the Payroll Tax Deferral Program reflecting employees maintained employment and stayed employed through the COVID crisis. It reflects it is just a deferral and would need to be paid back in 2021 so it is not a true forgiveness and we choose not to participate. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

Insurance Update / Kevin Mandrell

- Discussed facilitating employees upcoming enrollment with remote technology (to eliminate face-to-face meetings) through Steele Benefits. Kevin assured the fees would be recouped through the renewal process with the carriers to offset this cost. Kevin noted the claims are down this year.

- Commissioner Huber made a motion to authorize participation with Steele Benefit Services for technology, compliance, enrollment and engagement portions not to exceed \$15,000 a year with a \$1,500 set-up fee yearly to be paid out of our Group Health Insurance with hope for reimbursement at renewal. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**
- Discussed beneficial changes in insurance such as eliminating spousal carveout last year. Mary McCoy added this was extremely appreciated by employees. Kevin added short-term, long-term disability offerings will be researched this year. Mary McCoy noted there is over \$1M in the Health Fund.

Sheriff's Update

Sheriff Burkhardt expressed traffic concern with the new jail and turn radius at 33'; after researching most turns are at 70'. He has vehicular concerns with snow and a 2' drop off at culvert. Commissioner Jessup explained this was an oversight by RQAW and INDOT.

Commissioner Minutes

Commissioner Huber made a motion to approve the Commissioner's Executive Session minutes for 7-31-20 and regular minutes for August 18, 2020 as presented. Commissioner Armstrong seconded the motion. **Motion carried 3-0.**

The Hancock County Board of Commissioners meeting adjourned at 10:28 AM.

Hancock County Commissioners

Commissioner John Jessup, President

Commissioner Brad Armstrong, Vice-President

Commissioner Marc Huber

Attest: _____
Debra Carnes, Hancock County Auditor