

Hancock County Board of Commissioner's Minutes

January 16, 2018

Commissioners met in regular session. Those present were Board of Commissioners President Brad Armstrong, Vice President Commissioner John Jessup, and Commissioner Marc Huber.

Accounts Payable Deputy Supervisor Anna L. Voorhis was present. Auditor Robin D.

Lowder was absent.

Hancock County Board of Commissioner's meeting began at 8:02 a.m.

Attorney Ray Richardson arrived at 8:24 a.m.

Highway Department

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

Signatures- Commissioner Huber moved to approve signatures for Off Road Diesel bid from Harvest Land, the lowest responsive bidder. Commissioner Jessup seconded the motion. Motion carried 3/0.

Environmental Mitigation- Commissioner Huber moved to accept contract from American Structure Point for environmental mitigation for Bridge on 300 N. Commissioner Jessup seconded the motion. Motion carried 3/0.

Indiana Traffic Services LLC (ITS, LLC)- Engineer Pool requested to carry over previous contract with Indiana Traffic Services LLC into 2018 at existing prices for painting and striping. Commissioner Huber moved to carry over previous contract with Indiana Traffic Services LLC into 2018 at existing prices for painting and striping. Commissioner Jessup seconded the motion. Motion carried 3/0.

Community Crossing Grant- Engineer Pool reported that Hancock County was a recipient of Community Crossing Grant. Commissioner Huber moved to accept grant as presented. Commissioner Jessup seconded the motion. Motion carried 3/0.

Snow Response- Commissioner Huber moved to accept updated Snow and Ice Control Policy as presented. Commissioner Jessup seconded the motion. Motion carried 3/0.

Bridge 71 bids- Commissioner Huber opened and read bids for Bridge 71. Commissioner Armstrong made a motion to accept bids and allow for review and tabulation by County Engineer and County Attorney with award of bid to be made later in the meeting. Commissioner Jessup seconded the motion. Motion carried 3/0.

Bridge 93 bids- Commissioner Huber opened and read bids for Bridge 93. Commissioner Armstrong made a motion to accept bids and allow for review and tabulation by County Engineer and County Attorney with award of bid to be made later in the meeting. Commissioner Jessup seconded the motion. Motion carried 3/0.

Year End- Engineer Pool reported that he is still working on year end reports.

Bridge Bids

Bridge 93- Commissioner Huber made a motion to award bid to lowest responsive bidder, Dave O'Mara for Bridge 93 for an amount not to exceed \$458,737.50. Commissioner Jessup seconded the motion. Motion carried 3/0.

Bridge 71- Commissioner Huber made a motion to award bid to lowest responsive bidder, Hoosier Pride for Bridge 71 for an amount not to exceed \$770,358.72. Commissioner Jessup seconded the motion. Motion carried 3/0.

Information Regarding Property: 115 Brandywine St., Greenfield, IN

Steve Craney came before the Commissioners to inform them of availability of a property he owns located at 115 Brandywine St., in Greenfield. The building is 12,500 square feet, has warehouse space and is currently listed for \$199,000. Mr. Craney stated that he wanted to make the Commissioners aware of the property for potential county building needs.

Town of Fortville Inter-local Agreement and Memorandum of Understanding

Plan Director, Mike Dale appeared before the Commissioners to obtain signatures on the original Town of Fortville Interlocal Agreement and the original Memorandum of Understanding.

Hancock County Clerk- Marcia Moore

Greenfield-In-Bloom- Marcia Moore presented an invoice from the City of Greenfield for the cooperative agreement with the City Park's Department to water flowers located outside of the County Courthouse and Annex Building. Commissioner Huber moved to approve claim for payment of invoice to City of Greenfield for an amount not to exceed \$2032.88 to be paid from Indirect Cost line in Commissioner's Budget for watering plants located outside of the County Courthouse and Annex Building. Commissioner Jessup seconded the motion. Motion carried 3/0.

Election Equipment Upgrade- Clerk requested approval of purchase for 12 Express Votes machines from Election Systems & Software (ES&S). Council previously approved funding of \$39,234.00 from Food & Beverage on January 10, 2018. Commissioner Huber moved to approve Clerk's purchase of 12 Express Votes machines for an amount not to exceed \$39,234.00 to be paid from Food & Beverage. Commissioner Jessup seconded the motion. Motion carried 3/0

Talitha Koum Recovery House Funding- Representing the Talitha Koum Women's Recovery House board, Marcia Moore requested \$75,000 funding for recovery house operation expense. She stated there was a tentative motion in principal passed at County Council meeting on January 10, 2018, pending agreement acceptance at Council meeting on February 14, 2018. After brief discussion, Commissioner Jessup moved to table the matter until the February 6, 2018 Commissioner's meeting. Commissioner Huber seconded the motion. Motion carried 3/0.

Lease Upgrade: Clerk Moore informed Commissioners she planned to upgrade office copiers that were previously leased 2011-2013. Upgrade will incur county an annual savings of \$206.88, plus reduced copies per page charges.

Hancock County Sheriff's Department – Sheriff Shepherd

Reserve Car Lease- Sheriff Shepherd came before the Commissioners to request approval and signatures for new Reserve Car Lease agreement with Jeary Smith/Classic Hauling. Commissioner Jessup moved to approve and enter into new Reserve Car Lease agreement with Jeary Smith/Classic Hauling. Commissioner Huber seconded the motion. Motion carried 3/0.

Inmate Healthcare Services Agreement- Sheriff Shepherd requested signatures to enter into annual contract for inmate healthcare services with Quality Correctional Care LLC for an amount not to exceed \$321,800. Commissioner Jessup moved to enter into annual contract with Quality Correctional Care LLC as presented for an amount not to exceed \$321,800. Commissioner Huber seconded the motion. Motion carried 3/0.

Tourism Director Report

Tourism Director Brigette Cook Jones appeared before the Commissioners to provide a report on tourism office activity. The Director discussed a wide-range of topics regarding her duties and responsibilities of promoting tourism in the county. Cook Jones detailed many brochures and other tourism literature which features Hancock County. She reported that fifty percent of her work is done outside of the office to attend various fairs and festivals and other events all over the county. She also attends many conferences, conventions and meetings. In the future she plans to make changes to the tourism website, develop a new tourist guide, explore grant opportunities, establish a focus group and seek out volunteers as Hancock County ambassadors. The Commissioners asked that she present a quarterly report.

Hancock County Prosecutor, Vacation Carry-Over Request – Brent Eaton

Hancock County Prosecutor Brent Eaton requested approval to carry-over vacation days into 2018 for two employees due to special circumstances and additional job responsibilities required. Commissioner Huber moved to allow carry-over of six vacation days due to special circumstances and additional work responsibilities for Michelle Poppino to be used in 2018. Commissioner Jessup seconded the motion. Motion carried 3/0. Commissioner Huber moved to allow carry-over over of eight vacation days for Dave Thornburg due to special circumstances and additional responsibilities to be used in 2018. Commissioner Jessup seconded the motion. Motion carried 3/0.

Hancock County EOC- John Jokantas

Emergency Operations Center Director, John Jokantas, appeared before the Commissioners to request approval to accept two donated surplus Motorola Radio consoles from the Town of Griffith and to be permitted to pick the items up. Commissioner Huber moved to approve acceptance of donated surplus console equipment items from the Town of Griffith and to permit Director to pick items up. Commissioner Jessup seconded the motion. Motion carried 3/0.

IT Director- Bernie Harris

Hancock County IT Director, Bernie Harris, appeared before the Commissioners to request approval to enter into commercial equipment sales agreement with Nelson Alarm Inc. for replacement of door access system at jail for an amount not to exceed \$8240.00 to be paid from IT Computer Equipment Maintenance line and Commissioner's Building and Maintenance line. Commissioner Jessup seconded the motion. Motion carried 3/0.

Bernie Harris requested approval to carry-over 60 vacation hours into 2018 due to extra work hours necessitated because of increased work load and lack of staffing. Commissioner Huber moved to approve carry-over of 60 vacation hours for IT Director due to extra work hours necessitated to be used in 2018. Commissioner Jessup seconded the motion. Motion carried 3/0.

Economic Development Commission Appointment – Skip Kuker

Hancock Economic Development Council Executive Director, Skip Kuker, appeared before the Commissioners to request an Economic Development Commission appointment. The County Council previously passed a resolution to form a 6-month Economic Development Commission. It requires the appointment of three board members; one from each of the following: County Council, City Council and County Commissioners. Commissioner Huber moved to appoint John Jessup to the Economic Development Commission for a term expiring June 30, 2018. Commissioner Armstrong seconded the motion. Motion carried 3/0.

Conflict of Interest Disclosure- Commissioner Huber

Commissioner Huber presented three annual Uniform Conflict of Interest Disclosure Statements regarding the following:

1. Marc Huber/Huber Enterprises LLC-Re: Trucking and snow removal in county.
2. Marc Huber/Skylar Properties LLC-Re: Buying and selling real estate in county.
3. March Huber/Huber Auction Group LLC- Re: Personal property, commercial real estate etc. auctions in county.

Commissioners' Action Items

Claims and Payroll - Commissioner Huber made a motion to accept claims and payroll as presented. Commissioner Jessup seconded the motion. Motion carried 3/0.

Commissioners' Minutes- Commissioner Huber made a motion to accept Commissioners' Minutes from January 2, 2018 as presented. Commissioner Jessup seconded the motion. Motion carried 3/0.

Signatures- Continuing Disclosure Filings (Financial Solutions Group)- Commissioner Jessup made a motion to enter into contract with Financial Solutions Group for continuing disclosure filings for an amount not to exceed \$2,000.00. Commissioner Huber seconded the motion. Motion carried 3/0.

Board of Health Appointment- Commissioner Jessup moved to certify appointment of Dr. John M. Ritter to the Hancock County Board of Health appointment for term January 1, 2018- December 31, 2021. Commissioner Huber seconded the motion. Motion carried 3/0.

Uniform Conflict of Interest Disclosure Statements - Commissioner Jessup moved to approve Uniform Conflict of Interest Disclosure Statements as presented for the following: Mary Zurbach, Steven Vail, Dave Sutherlin and Marc Huber. Commissioner Armstrong seconded the motion. Commissioner Huber abstained. Motion carried 2/0.

Criminal Justice Facility

Members of the County Council, County Commissioners, the Sheriff's Department, RQAW and others discussed the criminal justice facility and courthouse roof project. Commissioner Jessup made a motion to enter into contract with RQAW for architectural design and other representation for the criminal justice facility and courthouse roof project pending review of changes to contract by legal counsel, and once approved, authorized President of Board of Commissioners to sign contract in an amount not to exceed \$800,000 for schematic design to be paid for from previous bond proceeds. Commissioner Huber seconded the motion. Motion carried 3/0. There being no further business, the meeting was adjourned.

Hancock County Commissioners

Commissioner Brad Armstrong, President

Commissioner Marc Huber, Vice President

Commissioner John Jessup

Attest: _____

Robin D. Lowder
Hancock County Auditor