

BOARD OF COMMISSIONERS

February 6th, 2023

- I. **CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, February 6th, 2023, having adjourned from a regular meeting on Tuesday, January 17th, 2023.
- II. **ROLL CALL:** Members present were Jim Meece, President; Dan R. Collom, First Vice President; Bruce Hartman, Second Vice President; Mary Anne Wood, Auditor; Pam Adams, 2nd Deputy Auditor and County Attorney Nick Sauter. Also present were Katie Potter, Jessica Lancaster, Jason Frazier, Landrie Frazier, John Martin, Pam Sanders, Stacie Amerman, Mandy Adams-Washburn, Emily Owens and Roy Wrightsman.
- III. **MINUTES:** Dan Collom made a motion to approve the meeting minutes for the regular meeting held on Tuesday, January 17th, 2023, Bruce Hartman seconded the motion and it carried unanimously.
- IV. **PAYROLL:** County payroll in the amount of \$195,173.25 was approved for release on Monday, January 30th, 2023 on a motion made by Dan R. Collom. Bruce Hartman seconded the motion and it carried unanimously. Dan Collom made a motion acknowledging receipt of the Payroll Claims Accounts Payable Report in the amount of \$155,250.41. Bruce Hartman seconded the motion and it carried unanimously.
- V. **CLAIMS:** After reviewing the Claims Docket, claims in the amount of \$574,010.15 were approved for release on Tuesday, February 6th, 2023 on a motion made by Dan R. Collom and seconded by Bruce Hartman, the motion carried unanimously.
- VI. **2023 ELECTION OF OFFICERS AND APPOINTMENTS:**
- VII. **NEW BUSINESS:**

- After reviewing the list of Commissioner Appointments from 2022, Dan Collom made the motion to make the appointments as noted during the Board's discussion. Bruce Hartman seconded the motion and it passed unanimously. The 2023 appointments are as follows:

Commissioner President	Jim Meece - 2023
Commissioner First Vice President	Dan R. Collom - 2023
Commissioner Second Vice President	Bruce Hartman - 2023
Chairman of the Drainage Board	Dan R. Collom - 2023
Chairman to the Finance Board	Jim Meece - 2023
Ambulance Service Advisory Board	Bruce Hartman - 2023
Ambulance Service Director	Julie Lanzone - 2023
Planning Commission Representative	Dan R. Collom - 2023
County Attorney	Nick Sauter - 2023
County Highway Representative	Dan Collom - 2023
County Highway Supervisor	Randy Norman - 2023
County Highway Secretary	Janie Hardman - 2023

Veterans Officer	Stan Rukes - 2023
Courthouse Custodian I	Don Pruner - 2023
Courthouse Custodian II	Kay Pettis - 2023
Community Action Program Representative	Cyndi Todd - 2023
Wabash River Heritage Corridor Representative	Penny Cox - member 2023
	Phil Cox - alternate
West Central Economic Development Representative	Jim Meece – 2023
Americans with Disabilities Act Coordinator	Randy Norman – 2023
West Central Indiana Solid Waste Management Board	Commissioner
	Commissioner Proxy
Sycamore Trails Representative	Dan Collom – 2023
	George Nicholas - 2023
	Dan R. Collom - 2023
	Jim Meece - 2023
	Bruce Hartman - 2023
	Chris Newcomb - 2023
Jail Representative	Jim Meece - 2023
Parke County Redevelopment Commission	Jim Meece - 2023
	Ronja Branson - 2023
Non-voting school board member	Scott Ramsay - 2023
	Bruce Hartman - 2023
Parke County Economic Development Commission	Jim Meece - 2023
Parke County Convention and Visitors Commission	Doug Weisheit – 2021-2024
Six appointments in even years	Diana Bartlow – 2021-2024
Five appointments in odd years	Tim Thurman – 2021-2024
	Jim Meece – 2023-2026
	Chris Newcomb – 2021-2024
	Tammy Reeves – 2021-2024
	Celia Case – 2023-2026
	Barrett Jackson – 2023-2026
	Open – 2021-2024
Emergency Management / E911 Director	Chris O'Brien - 2023
Emergency Management Advisory Council	Dan R. Collom - 2023
Planning Commission Representative	Warren Brown – 2023-2026
	Paul Myers – 2020-2023
	Steve Stewart – 2020-2023
	Open – 2022-2025
	Chris Marsolf – 2021-2024
	Dan Collom – 2020-2023
Board of Zoning Appeals	Noel Bowers – 2020-2023
	Chris Marsolf – 2020-2023
	Della Griffin – 2023-2026
	Paul Myers – 2023-2026
Local Alcoholic Beverage Board	Mike McKinney - 2023
Park & Recreation Board	Pam Wrightsman – 2023-2026
County Public Defender Board	Steve Blane – 2023

Property Tax Assessment Board of Appeals	Joshua Sorrels - 2023 Delbert Lewis – 2023 Mike Strack - 2023
County Veterinarian	Joe Seward - 2023
Parke County Health Board	Health Officer - Dr. Frank Swaim – 2023-2026 Angela Hatfield – 2022-2023* Sharon Montgomery – 2023-2026 Open – 2020-2023 Veronica Hill – 2023-2026 Patty McClain – 2022-2025 Mary Jo Harkrider – 2020-2024 Stephanie Laws – 2022-2025
Rockville Public Library	Open – 11/01/2022 – 10/31/2023 Lisa Wrightsman – 12/06/2021 – 12/31/2025
Montezuma Public Library	Laura Wilburn – 2021-2024 Kim Crowder – 2021-2024 Nancy Sherill – 2021-2024
Cemetery Board Four year appointments	Jim Wilcox – 2021-2024 Roberta Davis – 2021-2024 Randy Wright – 2023-2028 Lee Creed – 2021-2026 Kim Shorter – 2021-2024 Jim Meece - Commissioner Member
E911 Board Member / Local Advisory Board	Bruce Hartman - 2023
LEPC Board	Dan R. Collom - 2023
Workforce One	Jim Meece - 2023
Common Construction Wage Committee	Bruce Hartman – 2023

- Parke County Emergency Management/ E911 Director Chris O’Brien submitted a request for a check to be processed outside of the regular claims cycle to the Indiana Office of Technology for Network Access Services. Bruce Hartman made a motion to allow the check to be processed, Dan R. Collom seconded the motion and it carried unanimously.
- The Board received a request from Jean Stout of the West Central Indiana Solid Waste Management District for a letter authorizing George Nicholas to serve as proxy for Dan R. Collom at their meetings. Dan Collom made a motion to allow George Nicholas to serve as his proxy. Jim Meece seconded the motion and it carried unanimously. Auditor Mary Anne Wood will prepare the letter and send it on behalf of the Board.
- Parke County Treasurer Kim Shorter presented the Annual Investment Policy for the Commissioners consideration. Shorter reported that interest in 2022 was much higher than it was in 2021, the counties investments realized approximately \$450,000.00 in interest last year, whereas only there was only about \$45,000.00 realized in 2021. Dan R. Collom made a motion to adopt the policy as presented. Bruce Hartman seconded the motion and it carried unanimously.
- Copies of the Township Assistance Standards were provided to the Board by Penn Township Trustee, Susan Freed for their review.

- The Board also received copies of the Oath of Office and Certificate of Appointment for the newly elected Wabash Township Advisory Board member, Austin Swaim.
- Parke County Assessor Katie Potter presented the Commissioners with the Parke County, Indiana Broadband Infrastructure Investment Zone Abatement Application for their consideration. Dan R. Collom made a motion to sign the application, Bruce Hartman seconded the motion and the motion carried.
- Roy Wrightsman appeared on behalf of the Parke County Redevelopment Commission (RDC) with a Memorandum of Understanding (MOU) for the Board's consideration. The proposed MOU would allow the RDC to begin using the Tax Refund Exchange and Compliance System (TRECS) to recover public debt. The Indiana Legislature codified IC 6-8.1-9.5 which allows Indiana local governments to submit debts of at least \$25.00 to the Indiana Department of Revenue (IDOR) and offset personal income tax refunds.

Wrightsman explained the RDC has a revolving loan fund and there are a couple of individuals that have not met their obligation. County Attorney Nick Sauter has filed small claims against the parties involved, however, they no longer live in the county and Sauter has gone as far as he can go legally to collect what is owed. TRECS will allow the RDC to file a claim against their Indiana Income Tax Return(s). Once the County joins TRECS any county office that is owed public debt will have access to the system to recover monies owed. The Association of Indiana Counties, Inc. (AIC) is the only clearinghouse for the State of Indiana, they compile data and upload it to the IDOR. The County has to have a single point of contact, Wrightsman explained that he had contacted Parke County Treasurer, Kim Shorter and she agreed to be the contact. Cyndi Todd from Partnership Parke County will work with Shorter to ensure that all information is complete and accurate before submitting a file to the AIC.

Sauter noted that this system will not cost Parke County taxpayers anything to belong to TRECS, all fees are assessed against individuals who have the debt.

Bruce Hartman made a motion to enter into the MOU with the AIC. Dan R. Collom seconded the motion and it carried unanimously.

VIII. OLD BUSINESS:

- Parke County Auditor Mary Anne Wood presented the Board with additional information regarding the tort claim filed by William Baugh.
- Wood presented the Commissioners with the Endorsement of Changes to the County Crime protection policy #5106899 to update information for the newly elected Parke County Auditor, Parke County Clerk and Parke County Sheriff.
- County Attorney Nick Sauter presented the Board with Parke County Ordinance 2022-15A which amends the Parke County Health Board of Health Fee Schedule Ordinance 2022-15. There were errors in the amounts included in original ordinance and Sauter presented Commissioners with the proposed Amended Ordinance to be reviewed at their January 17th meeting. The changes include changing the retail food permit fee in Section A from \$50.00 to \$80.00, and the late fee in Section B from \$100.00 to \$50.00. Bruce Hartman made a motion

to adopt Parke County Ordinance 2022-15A and Dan Collom seconded the motion. The motion carried unanimously.

- Parke County Local Coordination Council (LCC) Administrator, Stephany Dowd, appeared regarding the new OPIOD and OPIOD Restricted Funds. The LCC is requesting to administer those two funds to ensure there is no duplications in funding programs. The Board indicated that the LCC can approve of the plan(s) for utilizing the funds, and once the plan has been approved by the LCC it will be necessary for Stephany to bring the information before the Parke County Board of Commissioners for approval. Bruce Hartman indicated that it will be necessary for the Parke County Council to appropriate the monies.

IX. DEPARTMENTAL REPORTS:

Parke County Sheriff, Jason Frazier:

- Frazier appeared and advised the Board all is going smoothly at the Jail.
- Frazier requested the Board allow him to apply for a grant from the LCC for funds to help with the National Night Out program.
- Frazier also presented the Board with the Sheriff's Compensation Agreement. Frazier noted there were no changes to the terms of the contract from the previous year. Dan R. Collom made a motion to enter into the contract with Sheriff Jason Frazier. Bruce Hartman seconded the motion and it carried unanimously. The contract will go before the Parke County Council at their meeting on Thursday, February 9th, 2023.

Parke County Emergency Management / E911 Director, Chris O'Brien:

- O'Brien also provided the Commissioners two contracts between Parke County and Gibson TelData for their signature(s). The first contract will allow for a new telephone system to be installed at the Parke County Jail and the Emergency Operations Center building (Parke County Annex #1). The funding for this contract will come from the American Rescue Plan Fund the amount will be just under \$48,000.00. The second contract is for the Software and Maintenance and will be invoiced annually for \$4,700.00.

Parke County Highway Department Superintendent, Randy Norman:

- Randy Norman requested the Board to allow him to advertise for Paving Bids. Jim Meece made a motion to allow Norman to move forward with the advertisement. Dan R. Collom seconded the motion and it carried unanimously.
- Norman reported the 2023-1 Community Crossings Grant applications have been filled out and submitted.
- The crews are finishing work on County Roads 200 N, 275 N and 1200 N.
- Norman is looking at purchasing two patching machines, one is a 2003 with 1600 hours for \$17,900.00, there will be an additional \$2,000.00 to add a crack seal unit to it. The second machine has 1960 hours and has been refurbished, it already has a water flush crack seal unit on it. Norman noted the County Council is aware of this matter and are favorable to purchasing the equipment. Dan R. Collom made a motion to allow Norman to move forward with the purchase. Bruce Hartman seconded the motion and it carried unanimously.
- When asked how things went with snow removal, Norman stated they have used a lot of sand.

Dan R. Collom made the motion to award the 2023 Highway Department Material Bids to the vendors recommended by Superintendent Randy Norman. Bruce Hartman seconded the motion and it passed unanimously.

X. PUBLIC COMMENTS:

- Kenny Austin appeared before the Board to discuss the condition of County Road 800 S. Austin noted he has lived on the road for 18 years and in that time he has contact the Parke County Highway Department and all of the Commissioners regarding how poor the condition of the Road is. After a lengthy discussion the Commissioners agreed to take a look at the road again with Highway Supervisor Randy Norman and see if it can be included on the schedule for 2024.
- Stacie Amerman, Mandy Adams-Washburn and Emily Owens appeared on behalf of Hamilton Center. The reported the center treated 516 Parke County residents in 2022, of which 99 were treated for both Mental Health and addiction issues. Jim Meece expressed his appreciation for Hamilton Center keeping the Board updated on how they serve the County.

XI. ADJOURNMENT: Having no further business to come before the Board, a motion to adjourn was made by Bruce Hartman and seconded by Dan R. Collom. The meeting adjourned at 5:30p.m.

Jim Meece, President

Dan R. Collom, 1stVice President

Bruce Hartman, 2nd Vice President

ATTEST:

Mary Anne Wood,
Parke County Auditor