

BOARD OF COMMISSIONERS

January 16th, 2018

- I. **CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Tuesday, January 16th, 2018, having adjourned from a regular meeting on Tuesday, January 2nd, 2018.
- II. **ROLL CALL:** Members present were Commissioners Jim Meece, President; Bruce Hartman, Second Vice President; Pam Adams, Auditor; Laura Fischer, 1st Deputy Auditor; and County Attorney John Asbury. Dan Collom was absent. Also present were Tim Waterman, Donnie Cottrell, Andy Thompson, Chester Crague, Richard Thompson, Pat Gurthet, Karla Losin, Pam Sanders, Kathy Collom, Mike Strack, Cyndi Todd, Dave Schwegman, Kim Shorter, Julie Lanzone, Justin Cole, and Randy Norman.
- III. **MINUTES:** Minutes for the December 12th, 2017 and December 18th, 2017 Executive Sessions, together with minutes for the regular meeting held on Tuesday, January 2nd, 2018 were approved on a motion made by Bruce Hartman and seconded by Jim Meece. The motion carried unanimously.
- IV. **PAYROLL:** County payroll in the amount of \$162,415.19 was approved for release on Monday, January 22nd, 2018 on a motion made by Bruce Hartman. Jim Meece seconded the motion and it carried unanimously. Bruce Hartman made a motion acknowledging receipt of the Payroll Claims Accounts Payable Report in the amount of \$275,865.36. Jim Meece seconded the motion and it carried unanimously. The Board acknowledged receipt of the December 2017 Monthly Financial Report.
- V. **NEW BUSINESS:**
- Bruce Hartman made a motion to approve three hand-typed checks. The first to Municipal Capital Finance, in the amount of \$20,528.88; the second to Jacks Insurance, in the amount of \$613.00, for the Treasurer's Bond; and the third to Clark Dietz, in the amount of \$10,628.25. Jim Meece seconded the motion and it carried unanimously.
 - Jim Meece made a motion to approve a contract renewal between Parke County and Worrell Corporation for the printing and mailing of the 2018 property tax bills. Bruce Hartman seconded the motion and it carried unanimously.
 - The Wave Plus Duress System (panic buttons) has been installed in the Courthouse. Each computer monitor has an icon and each office has one physical button. Meece suggested that county employees be thoroughly trained on this new system.
 - The 2018 Covered Bridge Certification was presented to the Commissioners for their consideration. Jim Meece made a motion to certify 28 covered bridges for Parke County. Bruce Hartman seconded the motion and it carried unanimously.

ADDITIONAL BUSINESS:

- Auditor Pam Adams advised the Board that although they agreed to accept the recommendation of Parke County Highway Supervisor Randy Norman regarding the 2018 Material Bids for the Highway Department, they omitted making a motion and voting on the issue. Bruce Hartman made a motion to accept the recommendation from Norman regarding 2018 Material Bids for the Highway Department. Jim Meece seconded the motion and it carried unanimously.
- Adams informed the Board there were errors found on the 2018 Parke County Board of Commissioners Meetings and Payroll Schedule that was adopted. A corrected schedule was presented for the Board's review. Bruce Hartman made a motion to adopt the revised 2018 Parke County Board of Commissioners and Payroll Schedule, Jim Meece seconded the motion and it carried unanimously.
- Bruce Hartman made a motion to approve the material bids from commissioner meeting of January 2, 2018 as recommended by county highway. Jim Meece seconded the motion and it carried unanimously.

Commissioner Bruce Hartman exited the meeting at 4:13 p.m. Due to the lack of a quorum, additional items on the agenda will be for information and review only.

- Karla Losin of Branson Insurance & Bonds provided information regarding training for Elected Officials and Department Heads through Indiana Public Employer's Plan (IPEP) on how to properly file worker's compensation claims. The training would be at no cost to the County and would provide valuable information regarding requirements from industry professionals. There are additional training programs

available that could possibly be scheduled in the future. Auditor Pam Adams stated these training sessions will be added to the County's information and will be beneficial when it comes time to renew the Worker's Compensation policy. Losin also spoke about grants through IPEP for safety equipment, Adams will share the grant information and applications with each department.

- Jim Meece reviewed a certificate of approval for construction in a floodway from the Indiana Department of Natural Resources (IDNR). The construction will take place beginning approximately three hundred and fifty feet (350') from the US Highway 41 and State Road 163 intersection and continuing approximately four hundred and fifty feet (450') west near Clinton, Florida Township, Parke County.
- Reviewed a claim from Tokio Marine HCC – Public Risk Group, regarding damage to one of the County's Ambulances.
- Reviewed a letter from United States Department of Commerce in regard to 2017 Census of Governments, Survey of Local Government Finances.
- The Veterans Service Officer 2017 Year End Report was presented for review. Jim Meece wanted the minutes to reflect how much the Commissioners and the County appreciates the valuable work done by the Veterans Service Officer, Stan Rukes together with his staff and the people who give up countless hours of their time volunteering to drive our veterans to medical appointments at the various Veterans Administration (VA) facilities in our area.
- The Board reviewed the Clerk's annual case report for 2017.
- The Treasurer monthly report and outstanding check log were reviewed.
- Meece reviewed a notice from the Indiana Bureau of Motor Vehicles for a Law Enforcement Administrative license plates that expires 2018. Meece referred the letter to Sheriff Justin Cole.

VI. OLD BUSINESS:

- Correspondence between the Commissioner and Judge Swaim regarding the Courthouse Mansard Roof project was reviewed.
- Commissioner Jim Meece asked Rick Thompson if he is willing to serve another four year term (2018 – 2021) as a Planning Commission Representative for the Board. Thompson responded that he is willing to serve another term. Meece indicated the appointment will be renewed at the February 5th meeting when there is a quorum.
- Partnership Parke County Executive Director Cyndi Todd stated she received the results of the income survey that has been in progress to try and obtain grant funds for programs. Parke County did not meet the fifty-one percent (51%) threshold for low income residents. Todd indicated she didn't feel there was a need to try a third round of the survey at this time.

VII. DEPARTMENTAL REPORTS:

Parke County Sheriff, Justin Cole:

- No report.

Parke County Highway, Randy Norman:

- Sealed bids for tandem axle dump truck were opened by County Attorney John Asbury, bids from the following companies were received:

Stoops Freightliner
1851 W Thompson Rd
Indianapolis, IN 46217

Vomac Truck Sales & Service
5556 E Margaret Dr
Terre Haute, IN 47803

Rush Truck Center
1325 W Thompson Rd
Indianapolis, IN 46217

JX/Peterbilt
4255 S Harding St
Indianapolis, IN 46217

Weirs International
2111 Jim New Dr
Plymouth, IN 46563

Terre Haute Truck Center
6425 E SR42
Terre Haute, IN 47803

M&K Truck Center
1401 Harding Ct
Indianapolis, IN 46217

- Norman reported there are fourteen (14) trucks with snow plows and one road grader working for removal of snow. The county highway employees have been working overtime.
- Reported having two (2) trucks in Lafayette, Indiana for repair.
- There is one (1) position open for truck driver and one (1) position open for laborer.

VIII. PERSONS REQUESTING TIME ON THE AGENDA: None

IX. PUBLIC COMMENTS:

Chester Crague inquired about obtaining a copy of the County's Transient Merchant's License (TML) report. Meece responded that copies of the report may be obtained in the Auditor's office. Crague then asked how the monies are spend and if there is a board that has oversight of the funds. Auditor Pam Adams stated revenues from the sale of TML permits is a General Fund revenue and may not be 'ear-marked' for a special purpose. Jim Meece also indicated there are expenses, up to \$25,000.00, from the annual Covered Bridge Festival that are included in the County's General Fund budget each year.

X. ADJOURNMENT: Having no further business to come before the Board, Jim Meece declared the meeting adjourned at 4:43 p.m.

Jim Meece, President

(absent)

Dan R. Collom, Vice President

Bruce Hartman, Second Vice President

ATTEST:

Pam Adams, Auditor