

BOARD OF COMMISSIONERS

July 2nd, 2018

- I. **CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, July 2nd, 2018, having adjourned from a regular meeting on Monday, June 18th, 2018.
- II. **ROLL CALL:** Members present were Commissioner 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 Larry Bemis, Pam Sanders, Julie Lanzone, Mike Strack, Justin Cole, Randy Norman and Ryan Wallace.
- III. **MINUTES:** None presented.
- IV. **PAYROLL:** County payroll in the amount of \$159,131.04 was approved for release on Monday, July 9th, 2018 on a motion made by Bruce Hartman. Jim Meece seconded the motion and it carried unanimously. Jim Meece made a motion acknowledging receipt of the Payroll Accounts Payable Report in the amount of \$181,183.26. Bruce Hartman seconded the motion and it carried unanimously.
- V. **CLAIMS:** After reviewing the Claims Docket, claims in the amount of \$763,853.33 were approved for release on July 2nd, 2018 on a motion made by Bruce Hartman and seconded by Jim Meece. The motion carried unanimously.

VI. NEW BUSINESS:

- Requests for five (5) checks to be processed outside of the regular claims cycle were reviewed by the Board.
 - Three were from Park & Rec in regards to the Independence Day activities scheduled for July 6th, 2018. The first is payable to Chinese Jailbreak for music, in the amount of \$599.00; the second is payable to SkyPainter Pyrotechnics, LLP, in the amount of \$5,200.00, for the fireworks; and the third is payable to Super Bounce Inflatables, in the amount of \$1,235.00, for the inflatable bounce house. Park Manager Greg Mitchell would like to give the checks to the vendor's on the day services are rendered.
 - A request from Parke County EMS payable to IN.gov, in the amount of \$95.00, for the annual fee to do background checks on employees of the Ambulance Service.

Bruce Hartman made a motion to approve the checks for Park & Rec and for Parke County EMS to be processed out of cycle; and for the checks for Park & Rec to be given to Mitchell to be delivered to the noted vendors on July 6th, 2018. Auditor Pam Adams noted the County has received the certificates of liability insurance from Super Bounce Inflatables and SkyPainter Pyrotechnics.

- A request from the Sheriff's Department to be paid to Morgan and Stanley for the Sheriff's Police Pension Plan, in the amount of \$10,102.10. The Auditor's office has questions regarding this billing and has attempted to contact the Sheriff regarding the claim for payment. Adams stated this billing is unlike how the County has been paid in the past and there is a specific amount of money budgeted for Police Pension. Adams wants to make sure this billing will not put the County over budget. Sheriff Justin Cole said he doesn't remember the billing being done this way in the past either, but will check into the matter and get back with the Auditor. The Commissioners tabled the request.
- Reviewed a quote from Irish Mechanical Services, Inc., in the amount of \$34,779.00, for repairs to the chiller at the Courthouse. The proposal includes \$3,400.00 for an extended warranty for parts only. The chiller received damage during a recent storm and the insurance company has sent an adjuster. Meece stated the insurance policy will cover approximately \$28,800.00 of the repairs. Bruce Hartman made a motion to accept the proposal from Irish Mechanical Services for \$31,379.00 and exclude the amount for an extended warranty. Jim Meece seconded the motion and it carried unanimously.
- Auditor Pam Adams presented the Board with **Parke County Resolution 2018-10** for their consideration. The resolution amends the County's Capital Improvement Plan which is required to designate how Economic Development Income Tax (EDIT) are to be spent. Adams shared that the Resolution may be amended as many times as necessary, but the plan must be written for a minimum of two (2) years and at least seventy-five percent (75%) of the EDIT revenues must be allocated within the resolution. The amendment presented today includes funding for Highway Department, part of the Courthouse Clock Tower & Dome debt, part of the

Courthouse Mansard Roof debt, contract payments to Partnership Parke County and lease payments for graders. The amended resolution has been written for ten (10) years, the estimated revenues for the County EDIT Fund for that time period is \$6,226,868.00 and the amended plan allocates \$4,675,148.42 which is 75.08% of the estimated revenues. Bruce Hartman made a motion to adopt **Resolution 2018-10**. Jim Meece seconded the motion and the motion carried.

- A letter from the Parke County Public Library regarding the resignation of Library Board member Scott Bacon was reviewed. Bacon's term was set to expire on October 31st, 2018, but due to other obligations he felt that he wasn't serving the Library as he should. The letter included a recommendation for Nancy Witty to fulfil Bacon's unexpired term. On a motion made by Jim Meece and seconded by Bruce Hartman, Nancy Witty was appointed to the Parke County Public Library until October 31st, 2018 unanimously.
- Jim Meece presented **Parke County Ordinance 2018-03** for a first reading. The Ordinance establishes requirements and guidelines for Indiana Farm Wineries to be able to do business during the annual Parke County Covered Bridge Festival (CBF), and clarifies that only Indiana Farm Wineries are eligible to sell their products at the CBF. The Ordinance also specifies how Farm Winery Vendors may provide samples for tasting, include a limit to the fluid ounce quantity allowed for a tasting sample; a limit on the parameter location as to where the samples may be dispensed to potential consumers, a civil penalty structure and State Excise permit and State Trade Show or Exposition documents. Jim Meece made a motion to accept **Parke County Ordinance 2018-03** for a first reading. Bruce Hartman seconded the motion and it carried. Auditor Pam Adams will have the Ordinance published in the local newspaper prior to the second reading and adoption.
- The 2018 Master Services Contract and Tax Sale Support Services Addendum between Parke County and SRI, Inc. was presented for the Commissioners consideration. The terms of the contract and addendum remain the same as they have been in years' past. County Attorney John Asbury reviewed the documents and stated that everything appeared to be in order. Bruce Hartman made a motion to enter into a contract with SRI, Inc. for Property Tax Sale Services and Support for 2018. Jim Meece seconded the motion and the motion carried.
- Reviewed the following:
 - A notice from the Indiana Department of Environmental Management that an application for a wastewater construction permit from the Town of Montezuma.
 - A flyer regarding an Evaluating Agricultural Opportunities program being presented by Purdue Extension and Partnership Parke County was reviewed. The program is scheduled for July 10th, 2018 from 6:00 until 8:00 p.m. at the Parke County Extension Office Meeting Room.
 - A letter from the Secretary of the Interior regarding Parke County's 2018 Payment in Lieu of Taxes distribution. The County received \$9,968.00 on Tuesday, June 26, 2018.
 - Wabash River Heritage Corridor Commission Meeting Agenda and minutes of the prior meeting.
 - Reviewed Arsee Engineers, Inc. Meeting Progress Report #21, and Field Report #29. Jim Meece indicated that the Courthouse Mansard Roof Project should be completed by the end of July, contingent upon the weather.
 - The Board received a notice from the Town of Rockville on their new REACH Alert system. The system will sent timely notifications to consumers regarding utility outages and issues. The Board designated the Courthouse Custodial staff as the official designee's to receive REACH Alert notifications for the Courthouse.
 - Reviewed the 2019 Budget request for professional services from West Central Indiana Economic Development District, Inc. (WCIEDD). For calendar year 2019 WCIEDD is requesting \$6,455.00 from Parke County. Jim Meece made a motion to approve to include \$6,455.00 as requested by WCIEDD in the 2019 budget requests being submitted to the County Council. Bruce Hartman seconded the motion and it carried.

VII. OLD BUSINESS: None presented.

VIII. DEPARTMENTAL REPORTS:

Parke County Highway Department Superintendent, Randy Norman:

- Presented a Letter of Understanding regarding an Unofficial Local Detour from the Indiana Department of Transportation (INDOT). INDOT has determined it will be necessary to close a portion of State Road 236 make repairs to a bridge structure located 0.13 miles West of State Road 59. The proposed unofficial detour will be on Sawmill Road, County Road 700N, Dooley Road and Saddle Club Road. The unofficial detour will not be signed by INDOT; any signage

will be the responsibility of the local agency. INDOT agrees to reimburse Parke County for the cost related to damage repair on the County Roads listed while being used as the unofficial detour. All reimbursable work must be approved by INDOT before the initiation of any repair work.

- Reported that a structure on County Road 350E was lost during a recent storm. The area has been closed and it will be necessary for vehicles to use Parke Road until the new pipe is received and installed. Norman is planning on installing a pipe that will be 19' 10" X 7' 8" with a rise floor, toe wall and quarter panels. For a total price of \$65,944.21, Norman said he can move money within the CUM Bridge Fund to pay for it. The pipe can be ordered tomorrow and will arrive during the week of July 16th, 2018. Bruce Hartman made a motion to approve the structure. Jim Meece seconded the motion and the motion carried.
- Jim Meece said he was contacted by Mike Fisher who would like the County to determine the feasibility of building a bridge to replace the slab on Slab Road. Fisher who is Amish told Meece that when the water is high it is impossible to safely cross the creek using the slab in a buggy. Fischer is only interested in a bridge for buggy use and is willing to build it if the county will supply materials.

Meece and Norman agreed that the County would not be able to build a structure or provide materials to build a structure that would not be accessible to all County residents, if a bridge was built it would have to be large enough for all types of vehicles to use it.

Meece also stated the County doesn't have the authority to make decisions regarding waterways, because waterways are under the jurisdiction of the Indiana Department of Natural Resources (DNR) and said he recommended Fisher contact the DNR regarding building a structure. Meece said he would contact Fisher to let him know that he may be able to build a bridge on private property, away from the county roadway, but would still need permission from the DNR concerning building in the waterway.

Parke County Sheriff, Justin Cole:

- Today's Jail count is 94 consisting of 76 county; 18 Department of Corrections and out of county holds.
- Invoicing for inmate holding is \$17,360.00 for June; the year to date amount is \$104,195.00.
- Provided the Board with a copy of the Settlement Agreement and Release of All Claims in the matter of *Connie Maxwell as Personal Representative of the Estate of Jeffrey Stevens v. Justin Cole, et al.*, under Cause No. 2:17-cv-419-JMS-DLP. Cole advised the Commissioners the lawsuit originally requested \$1,500,000.00, but the plaintiff settled for one percent (1%) for a total of \$15,000.00. The County will be responsible for a \$5,000.00 deductible and the insurance will pay the remaining \$10,000.00. Pam Adams stated a document from Tokio Marine – HCC Insurance about the claim was received in her office today.

Parke County Emergency Medical Services (EMS) Director, Julie Lanzone:

- Construction for her office at the Ambulance Service Building is complete and she has now moved into the new space.
- Jim Meece inquired about an issue with the wiring for the buildings generator. Lanzone responded that she has been unsuccessful in finding anyone is willing to check the wiring, she contacted several contractors and even an electrician who all declined.

IX. PERSONS REQUESTING TIME ON THE AGENDA:

Wallace Bros Disposal & Recycling, Ryan Wallace:

- Wallace introduced himself and stated Wallace Bros is an independent trash service and wanted to make the Commissioners aware they are available and would be able to adequately address trash removal needs for the County offices and facilities. The Commissioners requested the Auditor's office to compile a list of what services, containers, etc. that the County currently has and provide that information to the Board and to Wallace. Jim Meece made inquiries regarding trash removal for the Covered Bridge Festival (CBF), Wallace stated they provide service for the CBF in both Bridgeton and Mansfield they make runs every day during the festival and he feels that emptying the large containers around the square would not be an issue.

Once Wallace receives the requested information from the Auditor's office he will prepare a quote for the Commissioners.

X. **PUBLIC COMMENTS:** None.

XI. **ADJOURNMENT:** Having no further business to come before the Board, a motion to adjourn was made by Bruce Hartman and seconded by Jim Meece. The meeting adjourned at 5:10 p.m. p.m.

Jim Meece, President

(absent)

Dan R. Collom, 1st Vice President

Bruce Hartman, 2nd Vice President

ATTEST:

Pam Adams,
Parke County Auditor