

BOARD OF COMMISSIONERS

July 16th, 2018

- I. CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, July 16th, 2018, having adjourned from a regular meeting on Monday, July 2nd, 2018.
- II. ROLL CALL:** Members present were Commissioners Jim Meece, President; Dan R. Collom, First Vice President; Bruce Hartman, Second Vice President; Pam Adams, Auditor; Laura Fischer, 1st Deputy Auditor; and County Attorney John Asbury. Also present were Mike Strack, Stacie Jeffries, Pam Sanders, Chester Crague, Janie Rennick, Christina Gray, Julie Lanzone, Michael Farrar and Amy Hensley.
- III. MINUTES:** Minutes for the regular meetings held on Monday, June 4th; Monday, June 18th and Monday, July 2nd, 2018 were approved on a motion made by Bruce Hartman and seconded by Dan Collom. The motion carried unanimously.
- IV. PAYROLL:** The County payroll in the amount of \$157,530.14 was approved for release on Monday, July 23rd, 2018 on a motion made by Dan Collom. Bruce Hartman 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 \$68,036.04. Dan Collom seconded the motion and it carried unanimously. The Board acknowledged receipt of the June 2018 Monthly Financial Report.
- V. NEW BUSINESS:**
- The Board reviewed requests for two invoices to be paid outside of the regular claim's cycle. The first is to Cleaver Cabling & Consulting, Inc., in the amount of \$2,641.80 for software and maintenance updates for the Barracuda Backup Server. The second invoice from Morgan Stanley, in the amount of \$10,102.10, for a police pension study. Dan Collom made a motion to authorize the Auditor to pay both invoices outside of the normal claims cycle. Bruce Hartman seconded the motion and it carried unanimously.
 - A notice of decision to issue a final permit from the Indiana Department of Environmental Management (IDEM) was reviewed. The permit is for Carbon (town) WWTP on the Parke/Clay County line.
 - An invoice from Arsee Engineers, Inc., in the amount of \$1,620.00, was presented to the Commissioners for review. Commissioner Jim Meece reported he spoke with the Engineers and there will not be enough funds available to replace the masonry shards that were removed at this time.
 - Parke County Auditor presented the Board with copies of the 2019 Indiana State Holiday Schedule, Adams noted in 2019 the State will recognize two election days which the Board does not traditionally approve, and Columbus Day will fall on the Monday of the Parke County Covered Bridge Festival. Bruce Hartman made a motion to adopt the 2019 Indiana State Holiday Schedule with the exception of the two election days for Parke County in 2019. Dan Collom seconded the motion and it carried unanimously.
 - The Commissioners reviewed a report from County Veterans Service Officer Stan Rukes.
 - Reviewed the Clerk's monthly financial report.
 - Reviewed the Treasurer's monthly financial report.
 - Jim Meece stated Courthouse Custodian Don Pruner brought an issue to him regarding signage for the Town of Rockville's Howard Avenue street project. Large signs have been put on the sidewalk along the west side of the Courthouse which obstructs foot traffic. Pruner he spoke with the town and the signs will be relocated.
- VI. OLD BUSINESS:**
- **Parke County Ordinance 2018-03, Special Event Transient Merchant Wine Tasting** was presented for a second reading. The ordinance outlines additional requirements for Indiana Farm Winery's to sell merchandise and to permit sampling of their product in the form of tastings. Pam Adams advised the Board the ordinance was published in the Parke County Sentinel on July 11th and July 25th, 2018. Bruce Hartman made a motion to adopt **Parke County Ordinance 2018-03**. Dan Collom seconded the motion and it carried unanimously.

VII. DEPARTMENTAL REPORTS:

Parke County Highway, Janie Rennick:

- Presented a claim from Clark-Dietz for Bridge Inspections, in the amount of \$31,195.94. Bruce Hartman made a motion to approve the claim. Dan Collom seconded the motion and it carried.
- Reported an issue with a claim submitted to the County's insurance company, Tokio Marine-HCC Insurance. The claim was made by the Town of Rockville whose utility pole was struck by a Parke County Dump Truck. A representative from Tokio Marine-HCC Insurance contacted both the Auditor's office and the Highway Department to advise the County this claim could not be processed because damages to utilities were not covered by our policy. The representative also thought the Town and the County were the same entity. Highway Department Administrative Assistant Janie Rennick finally was able to get the matter resolved and the claim will be paid.
- The forestry head has been delivered and Chris Novotney will be at the Highway Department on Wednesday provide training.
- One of the new mowers is down, the small wheel has come off the mowing deck and there is a hydraulic issue.
- The Board requested that Rennick have Highway Supervisor Randy Norman to come up with a plan to hire two or three people, without Commercial Driver's License (CDL's) to work in a seasonal capacity to cut brush.

Emergency Management/ Statewide 911, Amy Hensley:

- Advised the Commissioners the addresses have been fixed for the upcoming census.

VIII. PERSONS REQUESTING TIME ON THE AGENDA:

Parke County Clerk, Stacie Jeffries:

Reported on an issue with one of the Clerk's file storage areas in the basement of the Courthouse. In the fall of 2016 there was water damage to several boxes of court documents caused by a leaking valve in a basement storage room. Jeffries reported she spoke with Custodian Don Pruner shortly after the incident occurred. Pruner put fans in the room to circulate air to dry the water and removed the boxes of files that received water damage to another room.

Jeffries stated Pruner said he would speak with the Commissioners about the files to see what can be done with them and she assumed he had taken care of everything. Jeffries said that approximately three weeks ago, she learned the boxes were returned to the storage room and the files are covered in mold. There is also mold on the ceiling and walls of the room. Jeffries provided pictures of the boxes, the ceiling and walls which show the mold.

Jeffries advised the Board there is another mold issue in the area where the voting equipment is stored. The storage area is located at the end of a hallway that begins in the center of the basement and extends to the north side of the building.

Bruce Hartman recommended Jeffries get some quotes from companies who restore records that have sustained water damage and have mold to see what it will cost to clean them. Hartman also indicated the Clerk's Records Perpetuation Fund is a possible means to take care of paying to have the documents restored. Hartman also suggested contacting the Records Retention Commission regarding the possibility of having the records taken off site for cleaning.

The Commissioners indicated they will take care of the mold in the building, but the damage to the records should be addressed by the Clerk.

IX. PUBLIC COMMENTS:

- Chester Crague inquired about a local detour for State Road 59 that is being closed for repairs. The Board advised Crague there is only the official State detour in this instance. Jim

Meece added that sometimes there is an unofficial detour recommended by the State, but there isn't one for this project.

- X. ADJOURNMENT:** Having no further business to come before the Board, a motion to adjourn was made by Dan Collom and seconded by Bruce Hartman. The meeting adjourned at 4:42 p.m.

Jim Meece, President

Dan R. Collom, Vice President

Bruce Hartman, Second Vice President

ATTEST:

Pam Adams, Auditor