

BOARD OF COMMISSIONERS

August 20th, 2018

- I. **CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, August 20th, 2018, having adjourned from a regular meeting on Monday, August 6th, 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 R. Collom was absent. Also present were Brad Case, Mike Strack, Wayne McClintock, Kim Shorter, Paul ?, Larry Bemis, Julie Lanzone, Mary Alice Gregg, Randy Norman and Sam Albrecht.
- III. **MINUTES:** None presented.
- IV. **PAYROLL:** The County payroll in the amount of \$153,950.19 was approved for release on Friday August 31st, 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 Claims Accounts Payable Report in the amount of \$152,937.15. Bruce Hartman seconded the motion and it carried unanimously. The Board acknowledged receipt of the July 2018 Monthly Financial Report.
- V. **NEW BUSINESS:**
 - The Board determined to table the clarification on exempt employees until the September 4th, 2018 regular meeting.
 - Reviewed a Claim Acknowledgement/ Notice number IN6 188120 from Tokio Marine HCC Public Risk Insurance was reviewed by the Board. In addition a notice indicating the County was not liable for damages regarding claim number IN6 187846.
 - Commissioner Jim Meece discussed a project regarding the basement entrance on the north side of the Courthouse. The entrance allows water to enter the basement of the building and the drain in that area of the building no longer works. The proposed project would close off the basement entrance and install a window that matches the other basement windows. This project can be done in such a way that if some point in the future it is decided to re-open the entrance it will be possible to do so. Meece and Hartman determined to wait on making a decision until all of the Commissioners have an opportunity to look at the area.
 - Reviewed the final invoice from Scaffold Kind Rentals, Inc. for the Courthouse Mansard Roof Project. Bruce Hartman made a motion to approve payment of the invoice, Jim Meece seconded the motion and the motion carried.
 - Meece stated the Courthouse is in need of being power washed after the scaffolding is removed. There are several instances of green moss growing on the building under areas that were covered by the structure. At present Custodian Don Pruner has obtained one quote, in the amount of \$7,500.00. Bruce Hartman made a motion to move forward with having the building power washed. Jim Meece seconded the motion and it carried.
 - Reviewed monthly reports from the Treasurer and the Plan Commission, it was noted building permits have been issued for more than 1,000,000.00 in new construction so far in 2018.
- VI. **OLD BUSINESS:**
 - The Board reviewed the corrected quote from Double Down Tree Service. The quote, in the amount of \$775.00, is to remove the evergreen tree and its stump located at the northwest corner of the Courthouse. In addition tree trimming and cleanup will be performed on additional trees on the Courthouse lawn. Bruce Hartman made a motion to approve the quote as presented, Jim Meece seconded the motion. The motion carried unanimously.
 - The off road race at the former Lee Allen Bryant property went well, there were minimal issues.

VII. DEPARTMENTAL REPORTS:

Parke County EMS/ Ambulance Service, Julie Lanzone:

- Reported the pay matrix has been finalized, basically has re-worded the first paragraph of the 1989 Ordinance. Per Lanzone's conversations with the Indiana State Board of Accounts and the Department of Hour and Wage the wording is compliant. Lanzone stated she referenced the Employee Handbook wherever possible and the remaining items are included in a written Standard Operating Procedures (SOP) manual for the Ambulance Service. County Attorney John Asbury will review the SOP prior to implementation.

Parke County Sheriff's Office/ Jail: Chief Deputy Jason Frazier:

- Reported there are 89 inmates at the Jail. There are 66 County, 20 Department of Correction, 2 Out of County holds and 1 away.
- National Night Out will be on Tuesday, September 11, 2018 at the Parke County Fairgrounds.
- The school protection program started at the beginning of the school year and appears to be going well.

Parke County Highway, Randy Norman.

- Advised the Board the forestry head is operating and is currently being used on Coxville Road.
- Presented a claim for Bridge Inspections in the amount of \$23,039.56, and made a request for a check in that amount to be processed outside of the normal claims cycle to Clark-Dietz.
- Reported being contacted by Clayton Morgan who owns a sawmill in Fountain County about log jams near Bridge 234 on Carpenter Road and another near Lodi. Morgan indicated he will remove the log jam both for \$23,500.00 and the County Highway will not have to handle anything. Bruce Hartman made a motion to allow the County Highway to pay Clayton Morgan to remove the two log jams. Jim Meece seconded the motion and it carried unanimously.
- Paving on Nyesville Road is complete, Walker Ramp Road should be done this week. Once Denman Road is done, the equipment will then be moved to the Lyford area where all of the streets except the road that enters the highway on the curve will be paved.
- Brush cutting is done on Marshall Road, work is currently being done on Coxville Road then will begin on County Road 275 S.
- Stated a call was received regarding installing a guard rail on Henley Road; the cost will be \$12,882.00. Jim Meece made a motion to allow Norman to proceed with the guardrail. Bruce Hartman seconded the motion and it carried unanimously.
- Jim Meece asked about the guardrail on County Road 700 to see if it was covered by insurance.
- Norman indicated they will have submissions for the Community Crossings grant ready by the end of September.

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:

Brad Case, Ricoh Copiers:

- Stated Ricoh has a twenty (20) year relationship with Parke County, and wanted to advise the Board that Ricoh does more than just copiers and printers. Case has been to each of the offices with a contracted copier and presented the Commissioners with a listing of proposed machines. Several offices have requested to receive color copiers this time and Case explained the savings the County could realize by using toner instead of printer ink.

Case also stated the prosecutor's office is required to have a more secure printer, and with their recent upgrade they now have a secure lock machine that is password protected. The Sheriff also needs a secure printer.

Ricoh has a vault in the Cloud to store data with -0- waste going to landfills. And all Ricoh copiers are Energy Star compliant. Jim Meece asked Case who “owns” the Cloud and was told it is a Microsoft product.

The Commissioners stated they were okay with having color machines where needed.

IX. PUBLIC COMMENTS:

- A citizen requested to have brush cut back around the intersections of the county roads that are being used while State Road 59 has a section closed.
- Another citizen stated that since the reconstruction project at the Lyford Y began there has been a considerable increase to traffic on Slaven Road. The road is deteriorating and needs to have patching and or paving done.

There was also a tree that fell across the road and no one came to clear it. Jim Meece advised the citizen that someone needs to contact the Highway Department when a tree is down across the road. Meece stated the utility companies will only take care of their issues and don't report problems to the Highway.

- X. 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 5:05 p.m.

Jim Meece, President

Dan R. Collom, Vice President

Bruce Hartman, Second Vice President

ATTEST:

Pam Adams, Auditor