

**BOARD OF COMMISSIONERS**

**September 18th, 2017**

- I. **CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, September 18, 2017, having adjourned from a regular meeting on Tuesday, September 5th, 2017.
- II. **ROLL CALL:** Members present were Commissioner 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 Sam Albrecht, Chris Marsolf, Mike Strack, Katie Potter, Pam Sanders, Larry Bemis, Liddy Dowd-Wright, Judy Proctor, Janie Hardman, Jennifer Hutchens, Hans Elbracht, Brock Lough, M.B. Dougherty.
- III. **MINUTES:** Minutes for the meeting held on Tuesday, September 5th, 2017 will be presented to the Board at their October 2nd, 2017 meeting.
- IV. **PAYROLL:** County payroll in the amount of \$159,310.61 was approved for release on Monday, September 18th, 2017 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 \$160,848.72. Jim Meece seconded the motion and it carried unanimously.
- V. **NEW BUSINESS:**
  - Bruce Hartman made a motion to approve a hand-typed check in the amount of \$180.00 payable to the Indiana Clerk of the Courts- Indiana for Circuit Court for the State annual fee and a hand-typed check to DataSpec, Inc., in the amount of \$250.00 for the signature reader for Veterans Service Office. Jim Meece seconded the motion and it carried unanimously.
  - The Board reviewed a claim for the Montezuma B&O Railroad Pedestrian Bridge project. The Board took approval of the claim under advisement, pending Jim Meece presenting the invoice to the Montezuma Bridge Committee at their meeting.
  - County Veterans Officer Stan Rukes requested the use of the courthouse lawn for a Veterans Day Ceremony to be held on November 11, 2017. Dan Collom made a motion to allow the Veterans Day program to be held on the Courthouse lawn. Jim Meece seconded the motion and it carried unanimously.
  - A request was received from the Parke County Bicentennial Committee to display the Indiana Bicentennial torch that was carried through Parke County as part of the State's celebration. The display case measures fifteen inches wide, twelve inches deep and thirty-six inches in height. It is a poplar wood cabinet with glass windows on 3 sides. The request is to mount the case on second floor of Courthouse near where the bicentennial murals are located. Jim Meece indicated he felt the Board of Commissioners should have the final say as to where the case is located on the second floor. Dan Collom made motion to approve mounting the torch display, pending Commissioner's final approval of the location, on the second floor of the Courthouse. Bruce Hartman seconded the motion which carried unanimously.
  - Dan Collom made a motion to enter into a maintenance contract renewal with Irish Mechanical Services, Inc. contract for the Courthouse heating and cooling system. The contract is in the amount of \$2,960.00 annual, which is a \$5,324.00 savings to the County. Dan Collom made a motion to renew the maintenance service contract, Bruce Hartman seconded the motion and it carried unanimously.
  - The Commissioners reviewed ARSEE Engineers, Inc. Meeting Report #13 and Field Report #20 and #21 for the Mansard Roof Project. The Board also reviewed project certification and application for payment #4, in the amount of \$175,929.71.
  - Auditor Pam Adams advised the Board the Treasurer's office is now in balance. Adams stated the offices on the first floor have all worked well together in assisting newly appointed Treasurer Kim Shorter and her staff. The Commissioner's commended the Treasurer, her staff and the cooperation of the other offices for getting everything back in order so quickly.
  - The Board reviewed the monthly Treasurer's reports for the months of March, April, May, June, July and August 2017.
  - The Board reviewed Independent contractor agreement for Parke County Health Department for Temporary Food Inspectors for Covered Bridge Festival, there have been

no changes from the prior year and County Attorney John Asbury found no issues with the document. The completed contracts will be submitted to the Board at their October 2nd, 2017 for signatures.

- Commissioners agreed to set special meeting for County employee health insurance renewal proposals on September 22nd, 2017 at 3 p.m. in the Auditor's office of the Courthouse located at 116 W. High Street, Room 106, Rockville, IN 47872.
- Adams reported the County Council approved the additional appropriations for the Montezuma B&O Railroad Community Foundation Grant Fund and the Montezuma B&O Railroad Donation Fund. The monies may now be accessed to pay invoices.
- The Clerk's and Planning Commission monthly reports were presented for review.

## **VI. OLD BUSINESS:**

- Assessor Katie Potter recommended enter into an agreement with Tyler Technologies, Inc. for the County Cyclical Reassessment contract. The total contract amount will be \$652,790.00 to be paid over the course of four years beginning in 2018. Bruce Hartman made a motion to approve the Assessor's recommendation and enter into a contract with Tyler Technologies, Inc. for cyclical reassessment. Dan Collom seconded the motion and it carried unanimously.

## **VII. DEPARTMENTAL REPORTS:**

### **Web Accessibility Initiative, Chris Marsolf**

- Reported the County's website(s) are not compliant with the American Disabilities Act (ADA). Chris Marsolf explained Department of Justice has passed a law requiring websites to meet ADA guidelines, which include the site(s) being compatible with users who cannot use a mouse, use visual aid technology, and audio technology. Bruce Hartman made motion for Chris Marsolf to investigate compliance requirements, to contact other County offices who have websites regarding their compliance issues and to bring the county website up to date. Marsolf agreed make the necessary updates as well as the other items listed for a fee not to exceed \$5,000.00. The project is to be completed by November of 2017. Dan Collom seconded the motion and it carried unanimously.

### **Rosedale Police Department:**

- Rosedale Deputy Marshall Officer Kevin Bratcher requested to partner with the Parke County Sheriff's in car Wifi. The Town of Rosedale will pay the County for their usage of the Wifi and the funds will be re-appropriated into the Utilities account. Dan Collom made motion to approve the Town of Rosedale Police to access the Sheriff's in car Wifi and to reimburse the County for the usage. Bruce Hartman seconded the motion and the motion carried.

### **Parke County Sheriff, Justin Cole:**

- Reported the Courthouse Security Officer program has been implemented, with a uniformed officer working in the Courthouse on Monday, Tuesday and Thursday of each week. Certified law enforcement officers are being paid to perform this duty outside their normal work schedule.

### **Parke County Highway Department Superintendent, Janie Hardman:**

- Dan Collom made a motion to approve a hand-typed check, in the amount of \$232.00, to cover a fine imposed on the County Highway Department for a safety violation at county gravel pit. Bruce Hartman seconded the motion and it carried unanimously.
- Dan Collom made a motion to approve Bridge Inspection claim to Clark-Dietz Engineers in the amount of \$108,170.05. Bruce Hartman seconded the motion and it carried unanimously.
- Dan Collom recommended the new mower that has been delivered to the dealer have the additional equipment mounted and to be sent to the County in order to begin brush cutting. Collom doesn't see the need to wait for both mowers to be delivered at the same time.
- Janie Hardman reported that issue on Catlin Road where Alan Moorland lives at has been resolved.

**Hamilton Center:**

- Several members of the Hamilton Center Staff, led by Hans Eilbract, outlined programs and services available to children and adults from Parke County. These services are in consideration of the annual amount the County is obligated to pay to the facility for mental health services each year.

**ADJOURNMENT:** Having no further business to come before the Board, a motion to adjourn was made by Dan Collom and seconded by Jim Meece. The meeting adjourned at 5:23 p.m.

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Jim Meece, President

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Dan R. Collom, 1<sup>st</sup> Vice President

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Bruce A. Hartman, 2<sup>nd</sup> Vice President

ATTEST:

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Pam Adams, Auditor