

BOARD OF COMMISSIONERS

December 3, 2018

- I. **CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, December 3rd, 2018, having adjourned from a regular meeting on Monday, November 19th, 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; and County Attorney John Asbury. Also present were Larry Bemis, Kathy Collom, Brian Newkomm, Karla Losin, Tracie Yelich, Stacie Jeffries, Debbie Barnett, Mike Strack, Cyndi Todd, Pam Sanders, Tom Martin, Courtney Richy, George Smith, Justin Cole, James Twitchell and Pat Carney.
- III. **MINUTES:** Minutes for the regular meeting on November 19th, 2018 were approved upon a motion made by Dan R. Collom and seconded by Bruce Hartman, the motion carried unanimously.
- IV. **PAYROLL:** County payroll in the amount of \$154,979.12 was approved for release on Monday, December 10th, 2018 on a motion made by Bruce Hartman. Dan R. Collom seconded the motion and it carried unanimously. Dan R. Collom made a motion acknowledging receipt of the Payroll Accounts Payable Report in the amount of \$165,471.71. Bruce Hartman seconded the motion and it carried unanimously.
- V. **CLAIMS:** After reviewing the Claims Docket, claims in the amount of \$433,324.51 were approved for release on November 5th, 2018 on a motion made by Dan R. Collom and seconded by Bruce Hartman. The motion carried unanimously.
- VI. **NEW BUSINESS:**
 - The Board reviewed a request for a check to be processed outside of the regular claims cycle. Bruce Hartman made a motion to allow the hand typed check, Dan R. Collom seconded the motion and it carried unanimously.
 - A notice from the Indiana Department of Environmental Management (IDEM) was presented for review. The notice pertains to the possibility of Brownfield Funding to clean up the property formerly known as Lee Alan Bryant. Cyndi Todd from Partnership Parke County discussed the matter, Todd has attended meetings with IDEM and advised the Commissioners that the State will need access to the property in order to do a complete assessment of the hazards. Todd also stated that the person she spoke with acknowledged the State of Indiana does bear some responsibility in cleaning the property up since it was a State facility at one point. A comfort letter is being prepared, but hasn't been finalized at this point, the letter should indicate that the County has no responsibility in the condition of the property. In order to facilitate the process Todd presented the Board with Parke County Resolution 2018-12-12-03-2018. The Resolution assigns a Commissioners Tax Sale Certificate for the property to the Parke County Redevelopment Committee in order to allow access to the State for assessment and potential cleanup of the property. Bruce Hartman made a motion to adopt the Resolution as presented. Dan R. Collom seconded the motion and the motion carried.
 - The Commissioner's reviewed a proposal and quote to replace the video security cameras in the Emergency Services Building. The proposal also includes an additional two camera's which will be installed in the meeting/ conference room of the building. Dan R. Collom made a motion to approve the proposal, including the additional two cameras. Bruce Hartman seconded the motion and the motion carried unanimously.
 - Jim Meece stated that due to County Attorney John Asbury's retirement, he has contacted a few attorney's regarding the position. Meece spoke with Nick Sauter who stated he would be willing to accept the appointment and would be willing to accept the budgeted retainer of \$10,000.00 per year. Meece also spoke with Scott Craig and while Craig is willing to enter into a contract for the position his normal hourly rate is \$200.00. Craig advised Meece he would write the contract for a discounted amount of \$100.00 per hour for the first year. Bruce Hartman stated he has worked with both attorneys and they are both very qualified, however he feels that the Board needs to stay within the budgeted amount for 2018. Dan R. Collom made a motion to move forward and have Attorney Nick Sauter present a contract as the County Attorney. Bruce Hartman seconded the motion and it carried unanimously.

At this time Highway Supervisor Randy Norman came forward to open the 2019 Parke County Highway Material Bids.

- Clerk Stacie Jeffries appeared before the Board regarding an issue with the election of the Wabash Township Advisory Board. There were fewer than the allotted number of candidates on the ballot. And one of the candidates was not currently on the Advisory Board, therefore pursuant to I.C. 3-13-10-6.5 the county executive shall determine, at a regular or special meeting, the incumbent board member or members that hold the office under Article 15, Section 3 of the Constitution of the State of Indiana until a successor is elected or appointed. Jeffries spoke to the fact that one of the current Advisory Board members, Tim Guoli, is not eligible because his voter registration has been cancelled in 2014 due to not voting in the past several election. Dan R. Collom made a motion to appoint incumbents Beverly Davis and Mikel Lewman to continue to serve on the Wabash Township Advisory Board. Bruce Hartman seconded the motion and it carried unanimously.
- Dan R. Collom made a motion to enter into an agreement with Onsolve Code Red to be the County's On Demand Notification Service provider. Bruce Hartman seconded the motion and it carried unanimously.
- Karla Losin of Branson Insurance Company presented the Commissioners with a proposed 2019 renewal for Worker's Compensation Insurance. Losin stated the County has implemented a committee who gather for monthly safety meetings with department heads from most of the County facilities. EMS Director Julie Lanzone has taken the lead on this committee and puts together topics each month. Losin stated the renewal for 2019 has come in at \$116,135.00 of which \$51,817.00 is the Highway and \$64,318.00 is the General Funds' portion. Dan R. Collom made a motion to accept the renewal as presented. Bruce Hartman seconded the motion and the motion carried.
- George Smith of MJS Insurance presented the Board with a proposed 2019 Liability Insurance renewal. Smith stated when he went out to market Travelers Insurance came in with the best proposal, the cost of the renewal will be \$165,561.00. Dan R. Collom made a motion to accept the proposed renewal as presented. Bruce Hartman seconded the motion and the motion carried.
- Auditor Pam Adams provide the Commissioners with a notice from Tokio Marine HCC – Public Risk Group the results of the 2018 Risk Control audit. Adams stated there were no recommendations made for improvements.
- Reviewed the monthly Treasurer's report.
- Reviewed an Ambulance Service/ EMS report.

VII. OLD BUSINESS:

- Emergency Management Director Amy Hensley presented the Commissioners with a proposed Notice of Nondiscrimination under the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. Bruce Hartman made a motion to accept/adopt the notice. Dan R. Collom seconded the motion and it carried.

VIII. DEPARTMENTAL REPORTS:

Parke County Sheriff, Justin Cole:

- Jail count today is 66, there are 36 County, 19 Doc and 11 Out of County holds.
- Provided copies of the November report of collections and a year to date billing for inmate holding.

Parke County Highway Supervisor Randy Norman:

- Requested a check, in the amount of \$258.71, to be processed outside of the regular claim cycle to reimburse Jim Meece for the corrugated loose gravel signs that Meece ordered for the department. Dan R. Collom made a motion to allow the out of cycle check to be processed. Bruce Hartman seconded the motion and the motion carried.
- Stated the next Community Crossings grant call for projects will be January 7th, 2019. There is going to be a meeting in Crawfordsville about it on December 7th, 2018 which Norman plans on attending.
- Dan Collom asked about a culvert on Coal Bluff Road that has washed out, Collom stated the culvert needed to be bedded back in there is eighteen feet of pipe sticking out in the air; and Collom would like Norman to look at the area and give his opinion regarding a guardrail or cable.
- Vinsant Road and County Road 1000 also need work they are both in really bad shape.
- The employee who runs the Grade All will be off work for a while, he suffered a stroke two weeks ago and is recovering.

IX. PERSONS REQUESTING TIME ON THE AGENDA:

- Tracie Yelich and Courtney Richey of the Small Business Development Center which is a division of the Small Business Association of the Indiana Economic Development Commission appeared to provide the Commissioners with an overview of the services they provide. Tracie Yelich is a Parke County native and she assists small businesses in the county with business plans, she hosts workshops on entrepreneurship and works at youth camps and with individuals as needed. The service is tax dollar based with no cost to the business owner /potential business owner. A request for a \$10,000.00 commitment is being requested in order to continue services to Parke County.
- James Twitchell and Pat Carney of ONI Risk Partners, formerly Old National Insurance Company appeared to give the Board an overview of the services they provide.

X. PUBLIC COMMENTS: None.

XI. ADJOURNMENT: Having no further business to come before the Board, a motion to adjourn was made by Dan R. Collom and seconded by Laura Fischer. The meeting adjourned at 5:38 p.m.

Jim Meece, President

Dan R. Collom, 1st Vice President

Bruce Hartman, 2nd Vice President

ATTEST:

Laura Fischer
First Deputy Auditor