

**BOARD OF COMMISSIONERS**  
**June 20, 2016**

- I. CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, June 20th, 2016, having adjourned from a regular meeting on Monday, June 6th, 2016.
- II. ROLL CALL:** Members present were Commissioners Jim Meece, President; Dan R. Collom, First Vice President; Bruce Hartman, Second Vice President; Pam Adams, Auditor; Janie Hardman, 1st Deputy Auditor and County Attorney John Asbury. Also present were Liddy Wright, Jaye Hueston, Randy Norman, Tim Skinner and Chester Crague.
- III. MINUTES:** Minutes for the regular meeting held on Monday, June 6th, 2016 were approved on a motion made by Bruce Hartman and seconded by Dan Collom. The motion carried unanimously.
- IV. PAYROLL:** A special payroll for the Primary Election workers, who are regular County employees, in the amount of \$1,270.00 was approved for release on Tuesday, June 7th, 2016 and County payroll in the amount of \$155,504.42 was approved for release on Monday, June 27th, 2016 on a motion made by Dan Collom. Bruce Hartman seconded the motion and it carried unanimously. Dan Collom made a motion acknowledging receipt of the Payroll Claims Accounts Payable Report in the amount of \$179,490.54. Dan Collom seconded the motion and it carried unanimously. The Board acknowledged receipt of the May 2016 Monthly Financial Report.
- V. NEW BUSINESS:**
- Bruce Hartman made a motion to approve hand-typed checks payable to Bourbon Computer Solutions in the amount of \$7,900.00 and \$1,578.00; payable to G&M Ace Hardware in the amount of \$2,052.76; payable to Indiana Oxygen in the amount \$1,416.59; payable to Staples in the amount of \$259.98 and payable to Arcom in the amount of \$2,174.95. Dan Collom seconded the motion and it carried unanimously.
  - Parke County Sanitarian Liddy Wright introduced Jaye Hueston as the new Clerk-Registrar for the Health Department. Wright was granted permission to pursue a Vectra Control grant in the amount of \$3,000.00 to train two individuals to spray for mosquitoes in the County. Wright mentioned possibly training a highway department employee and a Rockville Town employee. Wright inquired about hiring Hueston as a temporary food inspector during the 2016 Covered Bridge Festival. Auditor Pam Adams stated she would contact Dunlap HR Consulting Group regarding the legality of an employee also being eligible to work for the County as an independent contractor.
  - Wright asked the Board for clarification regarding what types of travel and training expenses are reimbursable from the State Called Meeting line, Wright stated the Auditor's office has questioned claims submitted using the State Called Meeting line. Auditor Pam Adams stated certain conferences and meetings that are "Called" by the Indiana State Board of Accounts (SBOA) or the Department of Local Government Finance (DLGF) meet the criteria to be paid from the State Called Meeting line, but not all conferences, training seminars or meetings presented by State Agencies can be paid for from this line. The first thing the Auditor's office requires is a copy of a "Call" letter that outlines the conference, meeting or training. Wright stated she felt like it was semantics and questioned if only elected officials could be reimbursed for expenses from the State Called Meetings line. Commissioner Bruce Hartman explained that certain conferences and meetings are to be paid from non-appropriated monies within the General Fund by statute. All other training must be paid for from the Departmental budgets. Hartman advised Wright that if she could provide statutory authority indicating conferences or meetings she attends are to be paid for from un-appropriated funds the claims would not be challenged.
  - Dan Collom made a motion authorizing Jim Meece to sign the CNA Surety contract status inquiry once the final invoice on the clock tower project has been received. Bruce Hartman seconded the motion and it carried unanimously.
  - Bruce Hartman explained the need for internal controls and a materiality threshold required by the State Board of Accounts for all units of government. Hartman indicated

he was working with County Auditor Pam Adams to come up with recommendations for the policies.

- Dan Collom made a motion to approve the elevator maintenance agreement with Mid-America Elevator Co., Inc. through June 30th, 2019. The contract price will be \$309.00 per month which is a \$19.00 per month increase from the previous contract. Bruce Hartman seconded the motion and it carried unanimously.
- Bruce Hartman made a motion to approve the invoice from Clark-Dietz in the amount of \$3,800.00 for professional services on the B&O Railroad Pedestrian Bridge at Montezuma contingent upon approval of the construction plan which is being presented at a committee meeting being held in Montezuma later this evening. Dan Collom seconded the motion and it carried unanimously. Jim Meece will advise Pam Adams if the committee approves the construction plan.
- Bruce Hartman made a motion to approve the West Central Indiana Economic Development District, Inc. 2017 budget request in the amount of \$5,150.00 and the Child-Adult Resource Services, Inc. 2017 budget request in the amount of \$5,000.00. Dan Collom seconded the motion and it carried unanimously. The information will be provided to the Parke County Council during their budget hearings in September.
- The Board reviewed Notice of Approvals for Air Quality permits for Panhandle Eastern Pipe Line Company in Montezuma and Futurex, Inc. in Bloomingdale and Marshall.
- The Treasurer's Monthly Report was presented for review.

#### **VI. OLD BUSINESS:**

- Dan Collom made a motion to approve Parke Clinic located in Rockville and Clinton to serve as the County's primary initial care provider for workman's compensation incidents. The Valley Professional Community Health Center located in Bloomingdale, Clinton, Crawfordsville and Brazil will serve as the secondary care provider to be used in the event a County employee is a regular patient at the Parke Clinic. Both facilities are open Monday through Friday from 8:00 a.m. until 5:00 p.m. with the Parke Clinic also having Saturday hours. Bruce Hartman seconded the motion and it carried unanimously.

#### **VII. PERSONS REQUESTING TIME ON THE AGENDA: None**

#### **VIII. DEPARTMENTAL REPORTS:**

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

- Auditor Pam Adams reported the Jail count for today was seventy-nine. Forty-nine County; twenty-three out of County; six DOC and one away.
- Three quotes for repair to the roof at the Jail were presented for the Board to review. The quotes were from Midwest Roofing Services, in the amount of \$935.00; Rogers' Home Improvements, in the amount of \$1,800.00; and Jeff Norman Construction, in the amount of \$3,864.00. After reviewing the information Dan Collom made a motion authorizing Sheriff Cole to select the company to make repairs to the roof at the Jail provided the cost of the repairs is below the \$2,500.00 insurance deductible amount. Bruce Hartman seconded the motion and it carried unanimously.
- The Board reviewed a request from Scott Barnhart, Keffer Barnhart LLP to preserve all surveillance tapes and all audio/video recordings from the inside and/or outside of the Parke County Jail from 12:00 a.m. on June 1st, 2016 until 12:00 a.m. on June 8th, 2016. The request is in regards to an inmate suicide that happened on June 7th, 2016.

##### **Parke County Highway, Randy Norman:**

- Reported job openings for a truck driver, bridge carpenter and laborer.
- Norman will be using local match grant funds to chip and seal County roads.
- Reported the Zacke Cox Covered Bridge should be complete in three months.
- Crews have completed expanding the parking lot at the Parke County Food Pantry.

**IX. PUBLIC COMMENTS:**

**Florida Township Resident Chester Crague** appeared before the Board to discuss concerns regarding the culverts in the Bridgeton area. Randy Norman will inspect the areas Crague has mentioned.

Jim Meece will be meeting with Deacon Reihl to discuss the Buggy Plate Tax and to determine the best way to match a buggy plate to a specific buggy.

**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 5:24 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