

Owen County Commissioners  
Meeting Minutes-March 15, 2021

Meeting was called to order by President Gary Burton at 6pm.

Roll was called; Commissioners Gary Burton, Bob Curry and Dale Dubois. Also, present Attorney Jim Bryan and Auditor Sheila Reeves. Public Sign in sheet attached for permanent record.

Pledge of Allegiance was said, and prayer given by Sam Hobbs.

A motion to approve the minutes from March 1, 2021 was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

A motion to approve the Executive Meeting minutes on March 4, 2021 was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

A motion recognizing that the Special Meeting on March 4, 2021 was cancelled was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

A motion to approve the claims dated 03/15/2021 for \$427979.08 was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

Out of Cycle Claims also presented for 03/01 \$6542.09, 03/03 \$1605.00, 03/04 \$9431.66, 03/09 \$218867, 03/10 \$833.85, 03/15 \$166.14/485.84/115.37/185.64/241.27/17554.67.

#### Old Business

A Farmland Lease Agreement was presented and read by Attorney Jim Bryan relating to the property commonly known as the Owen County Landfill; specifically, Parcel No: 60-12-15-400-000-023, 60-12-15-300-390-000-023 and 60-12-15-200-370-000-023. The lease is between the Commissioners and Jerry Newport for a three-year period starting 01/01/2021 to 12/31/2023 to perform all required maintenance as mandated Rule 329 IAC 10-23 in exchange for the use of said premises for farming. Complete Agreement attached for permanent record. A motion to approve the Lease as presented was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Maintenance Superintendent Position was moved to Commissioners Comments.

A list of possible Board of Health Members was presented by Christine McBride. Attorney Bryan reviewed the Indiana Code for appointments. Based on the requirements for political affiliation and vacant positions, a motion was made by Dale Dubois; seconded by Bob Curry to appoint Dale Nicholson and Christine Hutson. Motion carried 3-0. A third person's name presented must be verified for political party affiliation and re-presented at the April 5<sup>th</sup> meeting.

Attorney Bryan reviewed the existing County Credit Card Policy 2018-002. Concern for the number of credit cards that are currently available, and their usage was discussed. Following discussion, it was agreed to have the attorney update the policy to include Visa Cards in the amount of \$2500 each will be issued to Sheriff, EMS, Highway and One card will remain in the Auditor's Office for all other Departments. Walmart and Amazon Accounts will be closed. An updated Policy will be presented at the April 5<sup>th</sup> meeting.

Matt Miller inquired about getting a letter of credit from the Bank for County Auctions. It was agreed to do so; Attorney Bryan will prepare and present it as well.

Further discussion regarding the need for repairs/replacement of the Dome windows was tabled at this time. As a historical building, funding options and procedures will need to be further explored.

Chamber and Economic Development Coordinator-Marce King presented Statement of Qualifications Letters to be sent out to RQAW, SB Research & Planning, VS Engineering, Taylor Siefker Williams Design Group and Schneider Engineering Corporation for the development of a Comprehensive Plan and an Income Survey Justification letter to CDBG Eric Ogle. A motion to allow Commissioner Burton to sign the letters was made.

#### New Business

Sheriff's Department-Sam Hobbs, Dan Zuerner-Garmong Representative and Eric Weflen-RQAW presented a Preliminary Design Assessment regarding the County Jail. The report presented was for a review of a Preliminary/Schematic Design Phase. (The Report will be attached for permanent record) Following review and discussion projected costs at this time to fix the jail as it sits today would be \$10205000. Compared to building a new jail for an estimated \$15 to \$17 million dollars noting that the cost plan would only be good for 2-3 years. Attorney Bryan reviewed the next steps and Commissioner's responsibility in moving forward and be ready to take-action at the next presentation to be made in July.

Mark Rogers-MYPath Trail System Representative presented an MOU to be considered by the Commissioners partnering with the Community Foundation, Soil & Water, Town of Spencer, YMCA, McCormicks Creek State Park, and friends of the MYPath that will maintain and provide safe existing parks, trails and facilities. In addition, expand the trail system as well as develop and implement a long-term plan of ownership. Attorney Bryan referenced section three and funding. Mr. Rogers related that there are no expectations for financial support, only to allow partners to bring their expertise to the table. Mr. Bryan was to work with Mr. Rogers on adding verbiage. The MOU was tabled until April 5<sup>th</sup> Meeting.

Highway Superintendent presented binders with agenda items to be discussed. The first Item was the Sealed Bids for the Kelley Road Bridge Project. Attorney Bryan presented the three sealed Bids that had been received on March 15<sup>th</sup> from CLR @ 3:10pm, Keith Riley @ 3:40pm and Connor @5:40pm. The first bid read was from Keith Riley; Attorney Bryan verified that all qualifications per the bid packet had been submitted in the proper format for a total sum of \$534505.76. The second bid from CLR also met all the qualifications and submitted a bid for a total of \$245430.00. The third bid came from Connor in the amount of \$222400.00; however, the packet submitted did not meet all the qualifications as it did not include a performance bond, drug test verification or domestic steel affidavit. It was agreed not to accept the bid from Connor due to not following the requirements that had been set. Mr. Melton feels that even though the cost has gone up 34% than originally figured he feels that he can still fund the project. A motion was made by Gary Burton to accept the bid from CLR; seconded by Bob Curry. Motion carried 3-0. The project will not be started than July 15<sup>th</sup>.

Little Flock Road has erosion concerns after the completion from Milestone paving it and Mr. Melton requested \$1232 for asphalt to repair the drainage issues. A motion was made by Dale Dubois to allow the repair; seconded by Bob Curry. Motion carried 3-0.

Mr. Melton related that he had sold the 1998 Ford LT8501 for \$10099. Mr. Burton had signed the Title. Mr. Melton will bring in the check. Mr. Burton wants the check to be put into the equipment fund line.

Next Mr. Melton provided a copy of the approximate costs associated for supplies, fuel costs and overtime hours used during the snowstorm in the amount of \$16055.48.

Mr. Melton related that the Weight Limits on County Roads needed to be lifted except for County Line Rd that needs to still be inspected by E3Bridge Company as nothing further can be done at this time.

Next Mr. Melton presented options for the Caterpillar Loader relating that a balloon payment of \$90000 was required for a leased item. Options for a three-four-five-year terms to retain the equipment and fund the

\$90000 were reviewed. He recommended the five-year lease. Gary Burton made the motion for the five-year lease option with a payment amount of \$19192.32 and purchase of \$1 at the end of the lease; seconded by Bob Curry. Motion carried 3-0. The final acceptance paperwork will be presented at the April 5<sup>th</sup> meeting. Mr. Melton noted that the only other leases he currently has is for two 2021 Road Graders.

Mr. Melton had received a settlement offer for the 2000 Sterling Truck that was wrecked during the snowstorm. A motion to accept the payment and deposit the funds into the 1173 Fund was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

An insurance check in the amount of \$4592.56 had been received for the Mack Truck. A motion to put the money into the 1173 MVH Restricted Fund to cover the repairs was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Another Insurance check had been received from Root Insurance in the amount of \$25000. from a prior claim in April of 2020. A motion to put the money into the MVH 1173 fund was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Mr. Melton related that he would have the Iron Bridge Inventory Report ready for the next meeting.

It was related by Attorney Bryan that he had reviewed the use of Cum Cap Funds to pay for the Fuel Tanks at the Garage, and it is not an allowable expense from that fund. Other options will be pursued.

Mr. Melton related that Moore Road has been turned over to E&B Paving to fix the current problems.

Mr. Melton related that he had made the repairs to the Gosport Secret Bridge, however it is not open yet as it needs to be inspected by United Consulting. The barricades will remain up until the inspection. A motion to schedule a Special Meeting at the site on April 14<sup>th</sup> at 10am was made by Gary Burton; seconded by Bob Curry. Motion carried. 3-0.

Lastly, He informed them that he would be digging at the Coroner Office next week. Terry Fender will be laying the pipe. Cum Cap Funds can be used for the project.

The next item presented was a Contract for Inter Tec, Inc for continued extermination services for a three-year period in the amount of \$5500 Annually or three-year Total of \$16500. A motion to approve the contract was made by Gary Burton; seconded by Bob Curry. Motion carried 3-0.

9-1-1 Director Kathleen Lamb presented a request to replace site equipment that is beyond its life cycle and needs replaced with current technology. The proposed solution is to provide tone and voice paging to the localized response areas over a new UHF repeater system. Ms. Lamb has obtained a Grant for \$35814.17 to pay for cost of the upgrade; specifically using J&K Communications Inc. with a recurring annual cost of \$9000. Attorney Bryan related that due to the cost of the project being over \$10000 that she is required to obtain at least three bids. Ms. Lamb had been told by her state advisor that she didn't have to seek additional bids; however, she will send out bid notice letters immediately and report back at the next meeting.

Next Ms. Lamb presented a proposal for adding one Communications Officer Position and new shift rotation that would allow her to provide additional manpower during higher run volume as well as eliminate overtime. The approximate total cost of \$53046.79 would be sustained the current revenue and carry forward monies from 2020 would allow her to maintain through 2025. At this time Mr. Burton asked of Ms. Lamb to table the request for 30 days until the financial review has been done; and noting that PTO time is still of concern and will have to be presented again to council. A motion to table was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

Special Event Applications were presented to the Commissioners for consideration. The first application was from Spencer Lions' Club requesting to hold the Apple Butter Festival 09/17-09/18-09/19 on the Courthouse Square. The Application was approved with a motion from Bob Curry; seconded by Dale Dubois. Carried 3-0. The second Application was from Chamber of Commerce to hold the 4<sup>th</sup> of July Celebration on Saturday July 3<sup>rd</sup>. A motion to approve the event was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

No comments were made from Elected Officials or Department Heads.

No additional comments were made by Attorney Bryan.

Auditor Sheila Reeves presented time sheets for former Employee Bill Minton that had balances for vacation, personal and comp-time. A motion was made by Bob Curry to take it before the Council for appropriations to be paid out; seconded by Dale Dubois. Motion carried 3-0.

A copy of the Commissioner's Certificate Sale Calendar was presented; noting the date has been set for June 8, 2021 at 10am.

A copy of the February Funds Ledger and Treasurers Monthly Financial Statement was provided for review. Attorney Bryan noting that the County General is currently in the red \$836765.34. Mr. Burton related that a meeting with Crowe LLC and Council for an update to address the financials was to be held.

Commissioner's Mr. Curry and Mr. Dubois had no other comments.

Commissioner Burton then announce that following interviews that the Maintenance Superintendent to be hired is Jacob Staley. He will contact Mr. Staley and let him know that he can start immediately.

Mr. Burton commented on the newspaper notice process has become challenging. He asked of the Attorney if the County Website, posting on the doors and social media would serve as notice? Mr. Bryan stated that it required by Indiana Code to published in the local paper as well; also noting that some changes are being discussed at this time to change those requirements.

No other business came before the Board.

A motion to adjourn was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.