

# OWEN COUNTY BOARD OF COMMISSIONERS

60 S. Main St Spencer, IN

Minutes-January 4, 2021 9:00a.m.

Zoom Mtg ID: 894 2892 7658

Present: Gary Burton, Bob Curry, Dale Dubois, County Attorney James Bryan, Greg Melton, Dakota Gibbs, Cris Lunsford and Auditor Sheila Reeves.

Zoom Attendees: List was to be provided by IT-Jim Doering.

Meeting was Called to Order. Pledge of Allegiance was made, and Sheriff Hobbs gave Prayer.

## Election of Officers:

A motion was made by Bob Curry to appoint Gary Burton as President; seconded by Dale Dubois. No other nomination was made. Motion carried 3-0.

A motion to appoint Bob Curry as Vice President was made by Gary Burton; seconded by Dale Dubois. No other nomination was made. Motion carried 3-0.

## Approval of Minutes:

Pending Minutes from December 28, 2020 Meeting were unapproved due to lack of quorum.

Minutes were re-presented for approval.

December 7th (Regular Mtg)-Motion to approve made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

December 11th (Emergency Mtg #1)-Motion to approve made by Bob Curry; seconded by Gary Burton. Motion carried 3-0

December 11<sup>th</sup> (Emergency Mtg #2) Motion to approve made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

December 11<sup>th</sup> (Special Mtg) Motion to approve made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

December 17<sup>th</sup> (Emergency Meeting) Motion to approve made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

Approval of Claims-A motion to approve Claims dated 12-28-20 was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Old Business: Nothing came before the Board.

## New Business:

County Recorder-Loretta Foster presented a Contract for Bastion Software License Agreement. The contract will be for Land Records documents, which will also include a secondary off-site repository in the event of a disaster. Attorney Jim Bryan recommended to add an end date of December 2026 in the #5 Termination of License. A motion to approve the contract with the change of term date was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0. The second Contract for Media Conversion was presented. Scanning will be for Military Discharge Books 1-6 with date range from 1900's to 2000. A motion to approve the contract was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Sheriff Hobbs requested approval for PTO time to be donated to an employee. Motion made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Highway Department-Greg Melton provided a list of items that he would like to declare surplus. Items requested are Narrow Bridge Road Sign-circa 1930's on Sassafras Road (picture provided), Truck #31 1999 International 4300 VIN-1HTMMAAN54H676959 and Truck #62 1998 Sterling HSE VIN-1fd2w86e4wva36871. Regarding the sign, he asked if it were allowable to sell on-line with a local Auctioneer-Mobley. Attorney Bryan will research if allowable and report back at the next meeting. In addition, regarding any and/or all Surplus-Antique Items, Attorney Bryan will prepare/present a Resolution at the next meeting for consideration.

Next Mr. Melton requested to add to the agenda information on "Internet Auctions" for surplus items. Govdeals.com was specifically mentioned to research.

A copy with information was provided for review. Attorney Bryan will review and give an updated report at the next meeting.

A motion to take a recess was made at 9:31 by Bob Curry to allow Mr. Burton to take an emergency call; seconded by Dale Dubois. Motion carried 3-0.

Upon returning at 9:33 with the meeting being called back to order; Mr. Burton announced that an ambulance had just been dispatched to Stevie Williamson home.

#### Highway Dept.-

Mr. Melton then presented quotes from three vendors to consider for Purchase of a Truck.

Quotes were from: (All Flyers attached for permanent record)

1. VoMack Truck:

2015 Mack CXU613 for the amount \$35900. (includes a limited warranty)

2. Blands Wrecker Service:

1993 Kenworth T400 in the amount of \$17500.

2005 Freightliner in the amount of \$28500.

2001 Kenworth W900 in the amount of \$34500.

3. M & K Truck Centers

2014 Mack cxu613 in the amount of \$29950.

Mr. Burton related that \$100000. has been put in truck rotation leases and committed for the next five years from Fund#1173. Following discussion/review of each quote it was determined to purchase the VoMack-2015 Mack CXU613. Mr. Melton and the Commissioner's agreed the justification for the selection of the truck based on the limited warranty for engine and transfer differentials and less expensive cost comparison for maintenance and upkeep. In addition, this would include a trade-in of an International 400 for \$5400.

The motion to allow the purchase was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

The Auditor will create a line item for the Lease Amount approved.

#### Agenda Item noted/added:

1. Mr. Melton related that the Bridge on Fiscus Road had been finished today.

2. Community Crossings Grant for Kelley Road will be addressed at the meeting on January 19<sup>th</sup>.

3. Additional Bridges Franklin & Baker School Road and Wasatch Bridge utilizing Fund#1173 monies.

\*\*Mr. Burton announced that he had received notice that sadly Stevie Williamson had passed away.

EMS-Request for disposal of worthless Batteries. Mr. Curry feels possible options for disposal may be available. Attorney Bryan will look at further options and report back at the next meeting on the 19<sup>th</sup>.

A motion to table for further discussion was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

#### Personnel Policy-Office Pet Policy (Read by Attorney Bryan)

Attorney Bryan had prepared a Policy update that does not permit employees to bring their household pets to work. The policy does allow for Service Animals if it does not create a danger to others or impose any hardships on the organization. A copy of the policy will be attached for permanent record.

A motion to approve the Policy was made by Gary Burton; seconded by Dale Dubois. Motion carried 3-0.

#### Personnel Policy-Holiday Pay (Read by Mr. Burton)

A policy specifically for Owen County Sheriff's Deputies, Jailers and Dispatchers regarding compensation.

Noted that it mirrors the EMS Policy. A motion to approve the Policy was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Probation Contract-A copy of a Contract for a Grant Position had been previously submitted and approved at a prior meeting. However, it still required a signature from the President of the Commissioners.

A motion was made by Bob Curry; seconded by Dale Dubois to allow Mr. Burton to sign it. Motion carried 3-0.

Plan Commission-Attorney Bryan related that an update regarding J.W. Jones Quarry would be given at the next meeting on the 19<sup>th</sup> that would take approximately 30 minutes.

A 2020 Building Annual Revenue Report had been provided by the Building Administrator for review.

Solid Waste Management-Attorney Bryan related that the Dissolution from the District was still pending action of two final steps, a Public Hearing and Filing of an Ordinance. Mr. Burton noted that they had not met in two years. No action was taken at this time.

Resolution 2021-01 Appointing the Department Heads- (Attorney Bryan read the Resolution)

Exhibit "A" attached for permanent record allows for the appointments to be made for a two year term with the current cycle ending December 31, 2021. Pending position for a Maintenance Superintendent is to go before the Council for a Job Description. Also noted that EMA Director Jack White is a Commissioner's Appointment, however his contract regarding termination is different than the other appointed positions. A motion to accept the Appointments was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Resolution 2021-02 Commissioners Meeting Dates- (Read by Attorney Bryan for record)

The Annual Meeting dates were set as presented. A motion to approve the list was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

Resolution 2021-03 Policy for Reviewing & Paying Claims- (Read by Attorney Bryan for record)

Section One through Five: Allowance of Claims, Procedure for Review, Documentation Required for Delivery of Supplies, Documentation for Service Performed and Fiscal Report. A motion to approve the Resolution was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Resolution 2021-04 Corona Virus Condition Yellow- (Read by Gary Burton for the record)

A motion to approve the Condition Yellow Resolution; per the original Resolution 2020-0044 shall be implemented until February 1, 2021. Motion was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0. Notice shall be posted with Date for the closure.

Standing Committees/Boards- Board Appointments were tabled until January 19<sup>th</sup>.

Auditor Comments-Ms. Reeves provided the Commissioners with copies from the DLGF that no Additional Transfers had been done in 2020. She had contacted DLGF and was instructed that they could not be entered after December 31<sup>st</sup>. Further advised to gather for Audit by SBA. She has also informed Council. Multiple concerns for many funds that will end the year in the red. Attorney Bryan has been made aware of the information as well. Any updates will be provided by Ms. Reeves.

Commissioners Comments- Nothing from Mr. Curry or Mr. Dubois.

Mr. Burton noted the following items:

-EMS Director Cris Lunsford had returned; he noted that they had tabled his request pending attorney update.

-Mr. Burton presented a list for Liaison Assignments. He read the list for confirmation.

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

(List will be attached for permanent record) Auditor Reeves will provide to Department Heads.

-Mr. Melton asked for permission for Flags to be flown at Half-Staff in honor of Stevie Williamson. A motion to fly at half-staff was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

-A contract for Crowe LLC will be presented at the next meeting on January 19<sup>th</sup>.

-Lastly noted was the new set-up/arrangement with the TV, Speaker and Monitors that will allow better communication with fellow members and the public whether present or by Zoom.

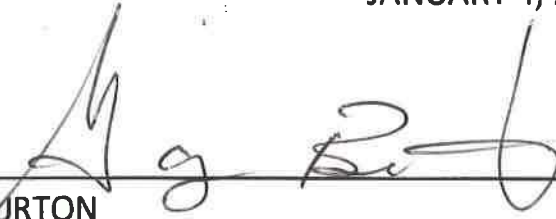
No other business came before the Board.

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

OWEN COUNTY COMMISSIONERS

MEETING MINUTES-SIGNATURE PAGE

JANUARY 4, 2021

  
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GARY BURTON

  
\_\_\_\_\_  
BOB CURRY

  
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DALE DUBOIS

ATTEST:   
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SHEILA REEVES, AUDITOR