Owen County Commissioners Meeting
Minutes-January 19, 2021

Present: Gary Burton, Bob Curry, Dale Dubois, Atty-Jim Bryan, Greg Melton, Dakota Gibbs, Diane Stutsman and Auditor Sheila Reeves.
Zoom Attendees: Patty, Rachel, Stan Frank, Sam Hobbs, Matt Miller, Peggy Robertson, Angela Frank, Diane Stutsman, Ron Remak, Jennifer Tumey, Brenda Miller, Suzanne Simmerman, Shelly Townsend, Lori Quillen, John Parmley, Aaron Reid, Donna McElroy, Erich Teuton, Polly Chesser, Christine Hutson, Becky Brown, Loretta Foster, Dan McBride, John Reeves, Andy Wood, Cris Lunsford, Laura Lane, Sanh Moss, Ted Goodwin, Jack White, Bob, Travis, Mary Frances and (2) I-phones/no names.

Meeting was called to order by President Gary Burton. Commissioner's Roll was called, all present.
Pledge of Allegiance was said; with Prayer following by Sheriff Hobbs.
A motion to approve the minutes as presented from January 4, 2021 was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.
A motion to approve the claims was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.
Resolution 2021-06 Calendar of Claims Submission was also presented and read by Attorney Bryan. It was read two times that No Exceptions are to be made. Ms. Reeves explained the burden on both her claims deputy and the Commissioner's having to come in constantly with the out of cycle claims being requested constantly.
A motion to approve was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.
Memorial Resolution 2021-05 for Stevie Williamson was presented and read to honor his service and dedication to Owen County.
Board of Finance-Attorney Jim Bryan stated that they needed to recess for the Hearing. Commissioner Burton called for a recess from the regular meeting to open the Board of Finance Meeting.
Motion to recess was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.
The Board of Finance-Public Hearing was called to order with Treasurer Diane Stutsman presenting a folder with all Annual Reports for review. A copy of the Folder will be included for permanent record.
Election of President: Motion to appoint Gary Burton as President was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0. Election of Secretary: Motion to appoint Bob Curry as Secretary was made by Dale Dubois; seconded by Gary Burton. Motion carried 3-0.
Review of the 2020 Minutes was made. A motion to approve the minutes was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.
Ms. Stutzman's Annual Investments/Cash Summaries for each Bank shows a total of $8208186.15.
A breakdown of the Charges and Credits is included in Investments-$1578000 and Cash-$6629436.15.
Mr. Burton inquired if the distributed breakdown was in the red; does that mean no money?
Ms. Reeves was to verify and report back.
Resolution 2021-07 Investing Resolution was presented and read by Attorney Bryan. A motion to approve the resolution was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.
Resolution 2021-08 Investment Policy was presented and read by Attorney Bryan. A motion to approve the Policy was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.
Disposition of Warrant-Checks-Ms. Stutzman presented a list in the amount of $4010.84 outstanding for two years. A motion to allow the disposition was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.
Mr. Burton asked Ms. Stutzman in her financial opinion if the balances were going down since 2019. She related they are the lowest she has seen.
A motion to adjourn the Board of Finance Hearing was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

Regular Meeting re-convened.

Attorney Bryan stated IC36-2-2-18 regarding the Annual Settlement and Executive Approval was needed. Motion to accept the Report was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Mr. Bryan then questioned Ms. Stutzman about a Financial Report that he had a copy of showing receipts in the amount of $44468180.56, Disbursements $46619931.08 and Balance $7297724.27. She was unsure of the paperwork he was specifically referring to but did agree that at the end of the day she matches with the Cash Balance on her Financials. He further commented six million dollars less in two years.

County Insurance-Mr. Burton moved representative of Bill C. Brown Associates Ron Remak and Jennifer Tumey to the next order of business.

Mr. Burton related that the current HSA Insurance Policy was not a good policy and provided a lesser Insurance for the Health of the County Employees and he feels that is most important! In addition to eliminating the current plan it would still be a savings of $137000. Mr. Remak thanked Mr. Burton, Ms. Booher and Ms. Reeves for communicating the issues at hand regarding the high costs for prescriptions, doctor and specialist visits. They have worked with the carrier IU Health Plan and allowed to make changes starting February 1st if approved by the Commissioners.

He further stated that they had did comparisons out on the market with United Healthcare, Anthem, and Siho. Ms. Tumey had provided a breakdown of Non-HSA (Plan 13001 prior to 1/1/21), HSA 03007A(current) and the new Non-HSA 13009A proposal that will allow the changes to go back to the previous plan except for the deductible that would be at $3000/individual and $6000/family instead of $750/$1500. The Proposal will be attached for permanent record and provided to employees.

Employee questions included: New Video/not at this time-plan will be sent, no new enrollment procedure will be required-everyone will be receiving new cards.

Attorney Bryan reviewed with the Commissioner's that they would need to rescind Plan 03007A(current) and opt for Non-HAS 13009A (new plan). A motion to rescind was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.

Epic Insurance-John Parmley informed Commissioners that they can track down and find reimbursement funds for County related damages. He will work with the Highway, Sheriff's Dept. and/or any county property that may be involved. A renewal will be presented at the next meeting.

Highway-Mr. Melton related that he put out Bid Quotes on Friday for Bridges 44 and 116 and will be read at the February meeting. He feels that they are back on track with building. The Cumulative Bridge Fund will be used. A motion was made by Dale Dubois; seconded by Bob Curry. Motion carried3-0.

No discussion on wage clarification was made.

He noted that the 2015 Mack Truck had been received and is being used.

Kenworth Trucks-Mr. Melton provided a chronological timeline update on two Kenworth dump trucks. Two checks had been received and were signed by Mr. Burton. They will be given to Auditor's/Treasurer's Office for processing. They are to be deposited into Fund#1176-3601.

SCI REMC Right of Way Permits were presented for review.

Mobley Auction Services is not an allowable vendor for surplus.

Govdeals.com-Confirmation from IOT that govdeals.com is approved to sell government surplus items. There is no fee to the county and the buyer pays all the shipping costs. *County Ordinance 2021-01* was read by Attorney Bryan declaring surplus items to auctioned. A motion to approve the ordinance was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0. Surplus list will be attached for permanent record. Attorney Bryan provided contact information for assistance in registering. The Legal Notice of Surplus Auction will be advertised by the Auditor immediately to allow for the sale to commence on February 15, 2021.

Mr. Melton noted that a Road Grader had the windows shot out but is now back in service.

Community Crossings Grant-Mr. Melton related that the Grant call has been opened and will close on the 19th of January. Sealed Bids had been received from three Companies; all in proper format for consideration. Attorney Bryan red all quotes. Quotes will be attached for permanent record.

Quote #1-E&B Paving

Culross Road Total Price $398475.00

Walden Road Total Price $256000.00

Steubenville Road Total Price *All include striping

- Section 1 Kieffaber to Byerly $150506.25
- Section 2 Byerly to Porter $ 50081.50
- Section 3 Porter to Stockton $160016.50
- Section 4 Stockton to Short Line $112814.25
- Section 5 Short Line to Hauser $165426.00
- Section 6 Hauser to Keith $194305.75

Pleasant Bethel Road Total Price$76343.75

Quote #2 Milestone Contractors

Culross Road Total Price $372750.00

Walden Road Total Price $208000.00

Steubenvile Road Total Price/Individual

- Section 1 Kieffaber to Byerly $126787.50
- Section 2 Byerly to Porter $42189.00
- Section 3 Porter to Stockton $134799.00
- Section 4 Stockton to Short Line $95035.50
- Section 5 Short Line to Hauser $139356.00
- Section 6 Hauser to Keith $163684.50

Pleasant Bethel Road Total Price $64312.50

Quote #3 Reith-Riley Construction Company

Culross Road Total Price $526140.00

Walden Road Total Price $360433.00

Steubenville Road Total Price/Individual

- Section 1 Kieffaber to Byerly $220158.00
- Section 2 Byerly to Porter $67233.00
- Section 3 Porter to Stockton $101841.00
- Section 4 Stockton to Short Line $152294.00
- Section 5 Short Line to Hauser $224338.00
- Section 6 Hauser to Keith $255671.11

Pleasant Bethel Road Total Price $90625.00

Next item-

Sealed Bids Category #5 Gasoline/Diesel & #6 Motor Oil and Lubricants.

Only two Bids were received and Attorney Bryan verified that they were in sealed envelopes and marked accordingly. Attorney Bryan opened and read Bid #5 from Co-Alliance LLP. All bids are price per gallon. Conventional 87 Unleaded 1.861, Ninety-one Plus 2.188, E10 Mid Plus 1.69, E10 Premium Plus 1.97, E85 Bio-Gas Win Blend 1.614, Dyed K-1 Kerosene 2.579, Dyed#2 Fuel Oil 1.679, PDX-4 Off Road 1.769, Diesel-R 1.685 and PDX-4 On Road 1.77. A motion to accept the Bid was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

Attorney Bryan opened Bid#6 Motor Oils *All prices per gallon and/or pound
10W-25 9.10, 15W-40 10.61, 10W30 10.52, 10W40 10.77, 5W 30 11.13, 30SAE 11.94, ATF Varieties 1.58/14.55, 80W-90 2.41per pound, Extreme Tacky Grease 4.33 per pound, Bulk DEF 1.99gal, Bulk Windshield Washer Fluid 4.04gal, and Bulk Anti-Freeze 9.94gal.
Commissioners and Mr. Melton discussed having tanks and barrels at the garage for bulk items. Mr. Dubois felt that prices seemed somewhat high, the others agreed. Some items can be bought on the open market for less but are required to follow statute in purchasing. Attorney Bryan said they had the option to reject the bids, however they had already been advertised twice and not sure they would get anymore. Mr. Melton added that the county has a bad history for paying bills late. He also related that he could buy some stuff not in bulk tanks from Napa and other places. A motion to accept the bids as presented and to allow Mr. Melton to purchase directly if at any time he was out of product to assure that county equipment was being properly taken care of was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.
Plan Commission-J.W. Jones Quarry-An application had been submitted to the Owen County Plan Commission requesting a zoning change from Agricultural to Mineral Extraction. A copy of the findings had been approved by the board 6-1 and submitted for review. Mr. Coffey-Jones Attorney had presented a list of restrictions that he has agreed to concerning the request. Attorney Bryan read the letter. The hours of operation were the only concern for the Commissioners. Following discussion, it was agreed to change the hours of operation from the request. A motion to approve the request with the hours of operation being changed to Spring/Summer starting at 7am and Fall/Winter starting at 8am and allowing the re-zone to Mineral Extraction was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.
Sheriff-Surplus Ordinance 2021-02 declaring surplus items to be sold at Auction on February 15th.
A motion to approve the ordinance as read by Attorney Bryan was made by Bob Curry; seconded by Dale Dubois. Motion carried. 3-0. Bryan also related that each department must set up their own account.
EMS Worthless Batteries-Director Cris Lunsford related that he had found a recycle site at Lowes and that he would properly dispose of them there.
A brief Department Statistical Report was given. 3013 runs in 2019 and they keep climbing, noting that not all were COVID-19 related. To date they are already at 80 runs.
Blue & Company Agreement-The purpose of the agreement is to determine the Medicaid program costs for potential additional reimbursement. The fee is $4500 for a service that will give a good return for services. Mr. Lunsford will be the signatory on the agreement. A motion to approve the agreement was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0. Mr. Lunsford will provide a signed agreement to the Auditor for permanent record.
Clerk Microvote Software Agreement-A copy of the annual maintenance agreement was provided for review. A motion to approve the system was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.
Coroner Building Quotes-Angi Frank presented two sets of quotes to be considered.
Set#1-Bathroom Installation Attorney Bryan read all three quotes: Machango Construction-$9995.75, Ninja Construction-$9500.00 and Benchmark Builders-$12550.00. Mr. Dubois commented that an hourly maintenance employee would have been good at this type of project. It was agreed to change the size of the water heater to only 20 gallons. A motion to accept the lowest quote given by Ninja Construction was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0.
Set#2-Water and Sewer Lines-Quotes had been received but all agreed they seemed high due to it being a commercial building. The bids were tabled to allow Attorney Bryan to research and make contact and re-present at the next meeting. A motion to table was made by Dale Dubois; seconded by Bob Curry. Motion carried 3-0.

LOW Contract & Resolution- A Resolution will be presented at the February 1st meeting that allows all Elected Officials and Department Heads access in view only format. It further will limit the person allowed Editing Rights. Those will be given only to the Treasurer, Auditor, Commissioner President and Council President.
Toshiba Contracts-Attorney Bryan presented a Compliance Form IC5-22-10-3(b) for an addendum to the Master FMV Lease Agreement with Toshiba Business Solutions.
The Addendums includes:
Toshiba Business Solutions Amount and Type of Contract: a) Addendum to Master FMV Lease: additional cost of approximately $457.64 per month for 60 months. b) AIMS Maintenance Contract: MAS-3.0.0 $295.00 per month for 60 months c) AIMS Maintenance Contract: MAS-4.0.0 Mono Pool $0.004 per image, Color Pool $0.04 per image d) Maintenance Contract Schedule: MAS-3.0.0 Excess charge $0.004 per image e) AM-2.0.0 Automated Meter Read Program: No Charge f) Connectivity Options Agreement: No Charge g) Buyout Agreement CB-1.0.0: $8,000 h) Sales Order: No Charge
Angi Frank requested a copier/printer as she was using her own personal. Mr. Burton told her that she could have one in the basement before they were sold as surplus. Donna McElroy also indicated that she was to be getting a new one as well. Toshiba-Aaron Reid stated that she was included in this round too. A motion to approve the Addendum as presented was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0. Mr. Reid was to contact the Auditor that still is requesting changes on the billing itself. He agreed to do so.
Covid 19 Reimbursement-Becky Brown had provided several emails and documents regarding reimbursement for Employer Tax Credits. It is still unclear if the County is eligible to apply. Attorney Bryan and Gary Burton thanked Becky for her time and effort looking into this.
Brenda Miller ATV Ordinance- Ms. Miller provided a petition from several people/residents on Mangus and Palestine Cemetery Road concerning the high noise volume/mufflers, Street Racing/Drag Strip. They are requesting for Enforcement of the County Ordinance. The Sheriff's Department has been called several times as related by her, Sanh Moss and a Ted Goodwin that were also on the Zoom Meeting. The family is unapproachable, and they were told by DNR not enough to do anything about. Sheriff Hobbs related that he would pull the call logs and review the information. Mr. Burton related that the ordinance does not pertain if they are on their own private property, Noise Ordinance anything after 11pm age, helmets, passengers are all part of the ordinance. Further related that speeds they ride are unsafe. Mr. Goodwin stated that he had called the Sheriff just last week as he was threated by them to beat him up; and concern for them riding through the cemetery. It was agreed that Sheriff Hobbs would investigate the situation and report back at the next meeting. She further requested that they consider revising the ordinance.
Attorney Comments
Crowe LLC-Attorney Bryan provided a Scope of Services Agreement for Crowe LLC to provide Consulting Services to provide a Financial Investigation auditing the County Books/Records. A copy identified as Attachment "A" will be included for permanent record. He further related that the funding has been approved by Council in the amount of $25000 that they will be able to start shortly. A full report will be provided at the end of the Audit.
Maintenance Job Positions-Attorney Bryan presented the current three positions for a Maintenance Laborer, Custodian and Supervisor. Consideration for the job title, FLSA Status-Exempt/non-exempt, supervision and oversight responsibilities, hourly. Discussion included the title of Superintendent combining two of the descriptions, and hourly wage amount or eliminating the laborer. Mr. Curry feels that there are times when a helper is need for some jobs/part-time. It was decided for the Attorney to prepare new descriptions for a Full-time Maintenance Superintendent, Custodian not under the Superintendent. The new descriptions will have to be presented to the Council for the job title, duties, rate of pay. The updated descriptions will be presented on February 1st. Mr. Burton related that he felt the Maintenance Vehicle should not be a take home vehicle.

Auditor Comments-

Paycor Presentation Request-Ms. Reeves had asked Council to allow for another presentation to see if options were available to help provide an easier process; she was now asking them as well. A motion was made by Dale Dubois; seconded by Bob Curry. Motion carried. Ms. Reeves will try and set up a meeting date/time/place so that Commissioners, Council and Department Heads can be part of the decision. Mr. Wood asked to get him the date and times, so agreed.

Ms. Reeves related that several people over the last few weeks had asked to donate Vacation/Personal/Comp time to other County Employees. They were initially instructed to come before the Commissioners for approval. However, the Personnel Policy already allows for this to happen if they have the time available. Her request is to allow the Payroll Clerk to receive and verify the request and adjust balances accordingly. She can provide a one-time summary for those requested. Commissioners agreed since it was already in policy to transfer.

Annual Gross Wage Report had been provided for review. A motion to approve and run a legal notice for the report was made by Bob Curry; seconded by Dale Dubois. Motion carried 3-0. The Annual Financial Report had already been discussed.

Commissioner's Comments-

Board Appointments- Plan Commission/Bob Curry, Drainage/Dale Dubois, Redevelopment/Gary Burton.

Other Appointments Needed:

Plan Commission-Extension Appointment An email had been received requesting that Ken Sebastian be appointed to the Board. A motion to appoint Mr. Sebastian was made by Dale Dubois; seconded by Gary Burton. Motion carried 2-1.

Health Board; Ms. Reeves related that at this time they only have two members. Two Physicians positions and three members positions are open. She was instructed to have the Health Department advertise the positions and present a list to them for consideration.

Plan Commission has one Citizens position vacant.

No other business came before the Board.

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

OWEN COUNTY COMMISSIONERS

MEETING SIGNATURE PAGE
FEBRUARY 1, 2021

GARY BURTON

BOB CURRY

DALE DUBOIS

ATTEST:
SHEILA REEVES, AUDITOR

Minutes 01/19/21