

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS
HUNTINGTON COUNTY, INDIANA TUESDAY, DECEMBER 19, 2017**

The Commissioners met with Larry Buzzard, Rob Miller and Tom Wall present.

IN THE MATTER OF EXECUTIVE SESSION)

The Commissioners met in executive session at 8:30 a.m. for discussion of records classified as confidential by state or federal statute as authorized under I.C. 5-14-1.5-6.1(b)(7) as provided in the public notice of the executive session. No other subject matter was discussed in executive session other than that authorized under I.C. 5-14-1.5-6.1(b)(7). No official decisions were made in executive session.

The Executive Session was closed.

IN THE MATTER OF CONTRACT)

Contract – GOVPAYNET

Director of Community Corrections Leslie Rentschler submitted to the Commissioners for their review a contract with GovPaynet to provide services for the use of debit/credit cards with Community Corrections. Leslie indicated that there would be no cost to the County for the service. County Attorney Bob Garrett has reviewed the contract and made a recommendation to sign the contract.

Rob Miller made a motion to sign the contract with GovPaynet to provide for the use of debit/credit cards with Community Corrections. Larry Buzzard seconded and the motion passed 3-0.

IN THE MATTER OF BIDS)

Huntington County Sheriff's Office & Jail Outdoor Recreation Enclosure

DLZ project manager Scott Carnegie came before the Commissioners to advise them that County Council approved the funding for the Huntington County Sheriff's Office & Jail Outdoor Recreation Enclosure. County Attorney Bob Garrett has reviewed the bids.

Rob Miller made a motion to accept the low bid of \$347,488.00 by Hamilton Hunter Builders to construct the Huntington County Sheriff's Office & Jail Outdoor Recreation Enclosure. Larry Buzzard seconded and the motion passed 3-0.

IN THE MATTER OF APPOINTMENTS)

Wabash River Heritage Corridor Appointments

Board President Dave Hacker appeared before the Commissioners to discuss the Wabash River Heritage Corridor progress and the 2018 board appointments. Mr. Hacker requested the Commissioners' approval for the 2018 appointments.

Larry Buzzard made a motion to appoint Dave Hacker to the Wabash River Heritage Corridor Commission for a two year term expiring 12/31/2019. Rob Miller seconded and the motion passed 3-0.

Larry Buzzard made a motion to appoint Don Mathias as an alternate to the Wabash River Heritage Corridor Commission for a two year term expiring 12/31/2019. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Release of Easements Taken for Temporary Right of Way – Contract: R37393, Project 1400605,

Huntington County, CR900N, Parcel 16, Owners: Paul F. Schoenemann and Mary Ann Schoenemann

County Attorney Bob Garrett presented a Release of Easements Taken for Temporary Right of Way to be reviewed by the Commissioners.

Rob Miller made a motion to sign the Release of Easements Taken for Temporary Right of Way – Contract: R37393, Project 1400605, Huntington County, CR900N, Parcel 16, Owners: Paul F. Schoenemann and Mary Ann Schoenemann. Larry Buzzard seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Legal Update

County Attorney Bob Garrett updated the Commissioners on several items he is currently working on for the County.

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Bob indicated that he has received a Notice of Annexation from the City of Huntington. The notice sets forth the fact that Waterworks Road is being annexed into the City of Huntington.

IN THE MATTER OF ORDINANCE)

Ordinance No. 2017-32 - An Ordinance Establishing Speed Limit Sign

County Attorney Bob Garrett presented an ordinance for the speed limit on CR 900 N. The ordinance establishes the maximum speed limit between Roanoke town limits and Meridian Road to be 45 m.p.h.

Larry Buzzard made a motion to approve Ordinance No. 2017-32 - An Ordinance Establishing Speed Limit Sign. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Treasurer's Office - Collection of Delinquent Personal Property Tax Accounts

County Treasurer Paula Farley appeared before the Commissioners to discuss the proposed agreements that she has received from two different companies for the collection of delinquent personal property tax accounts. Paula discussed the process both companies use with respect to the collecting the delinquent taxes. Liz Williams from American Financial Credit Services, Inc. spoke about the current agreement that AFCS has with the County and answered questions from the Commissioners about the total accounts placed since 2005, the total number recalled from collections, the net placement amount and the net recovery percentage.

IN THE MATTER OF AGREEMENT)

Vendor Service Agreement between Huntington County Treasurer/Commissioners and American Financial Credit Services, Inc.

Treasurer Paula Farley presented a Vendor Service Agreement between the Huntington County Treasurer/Commissioners and American Financial Credit Services, Inc. for the collection of delinquent personal property tax accounts.

Larry Buzzard made a motion to sign the Vendor Service Agreement with American Financial Credit Services, Inc. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Bowen Center – Update

Bowen Center representatives Shelly Snyder, Director of the Bowen Center in Huntington County and Kurt Carlson, President/CEO of Bowen Center, appeared before the Commissioners to present the Bowen Center calendar year review through September, 2017. They discussed with the Commissioners where the county funds go, how this compares to federal funds received, the return on investment and other community collaborations. Shelly discussed their counseling program at the Jail and introduced a Bowen Center client that was counseled at the jail during her incarceration. The client spoke of the benefits of the counseling at the jail and the improvements that the jail is making to accommodate those needs. Commissioner Wall voiced a desire to have county representation on the Bowen Center board.

IN THE MATTER OF DISCUSSION)

Insurance Review and Audit Update

Dave Mettler with Mettler Agency and Dan Free with Insurance Audit and Inspection Company appeared before the Commissioners to discuss the County's current insurance coverage, insurance audit and renewal process. Dave presented a Renewal Premium Recap that set forth the coverage, expiration dates, renewal dates and price increase/decrease differences. He answered questions and concerns regarding the present coverage and increases. Dan explained the process of the insurance audit and answered questions regarding the audit. County Attorney Bob Garrett questioned the legal defense coverage and questioned the amount of the deductible for that coverage. The Commissioners asked that Dave Mettler come to the next meeting on December 29th to discuss claims, coverage of vehicles and with more information regarding the legal defense coverage.

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IN THE MATTER OF DISCUSSION)

Investments

The Commissioners' Administrative Assistant Jodi PeGan presented the current Cumulative Courthouse and County Courthouse Improvement Bond investments, discussed the pay requests coming due and the amount needed to pay those through the next 30 days. It was decided to invest \$450,000.00 in the Cumulative Courthouse fund and to reinvest \$4,050,000.00 in the County Courthouse Improvement Bond fund.

IN THE MATTER OF DISCUSSION)

Emergency Management Agency – Update

Director of Emergency Management Agency Director Bob Jeffers appeared before the Commissioners to update them on several items that he is currently working on.

Bob presented the proposed Sheriff's evacuation route plan. By consensus, the Commissioners approved the Sheriff's evacuation route plan.

Bob discussed the Fire Infrastructure Grant that was previously awarded and discussed how much of the money has been spent from that grant to repaint the facility and to do concrete work, electrical work and complete the portion of the confined space rescue training stairs.

Bob spoke about housing EMA vehicles at the County Annex and also presented a Lease between Mitchell Mounsey and Huntington County for the storage of EMA vehicles at the property located at 1401 S. Jefferson Street, Huntington. By consensus, the Commissioner recommended that County Attorney Bob Garrett review the Lease and to make changes if necessary.

The Commissioners discussed with Bob the possibility of obtaining terrorism insurance and asked that Bob investigate that matter.

IN THE MATTER OF DISCUSSION)

Youth Services Bureau – 2018 Budget

Youth Services Director Jan Williams appeared before the Commissioners to present them with the 2018 YSB budget. The report set forth the income and expenditures anticipated for the year 2018.

IN THE MATTER OF DISCUSSION)

LIT – Economic Development – Keller-Andrews Drain Project

Huntington County Surveyor Jay Poe discussed with the Commissioners the deficit in the Drainage Maintenance Fund for the work done on the Keller-Andrews Drain. The project included repair of two or more broken down tile locations on the spur, spraying the drain in 2018, 2019 and beyond, and reseeding portions of the open drain bank.

Rob Miller made a motion to transfer to the Drainage Maintenance Fund the sum of \$9,300.00 to be paid from LIT – Economic Development Project 6. Larry Buzzard seconded and the motion passed 2-0, with Tom Wall abstaining.

IN THE MATTER OF DISCUSSION)

4-H Fair Board – Parking Lot Permit Fee

By consensus, the Commissioners agreed to waive the \$150.00 permit fee for the 4-H Fair Board to install a parking lot at the 4-H Fair property.

Rob Miller left the meeting at approximately 1:00 p.m.

IN THE MATTER OF MINUTES)

12/11/2017 Minutes

Larry Buzzard made a motion to approve the minutes for 12/11/2017. Tom Wall seconded and the motion passed 2-0.

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IN THE MATTER OF DISCUSSION)

Drug Court – Part Time/Contractual Employee

Judge Jenny Newton appeared before the Commissioners to discuss retaining a part-time/contractual employee for Drug Court. Judge Newton explained that the previous full-time employee has left and that a new employee has been hired to begin in January, 2018. Judge Newton spoke with the previous employee about the possibility of coming back on a part-time/contractual basis to work on obtaining a grant to fund the Drug Court, to work on financials, and to train the newly hired employee. She indicated that there is money in the grant to maintain the previous employee on a part-time basis until the new employee is properly trained. By consensus, the Commissioners agreed that Judge Newton can maintain the previous employee on a part-time/contractual basis until the new employee is trained.

IN THE MATTER OF DISCUSSION)

County Extension Office – Grant

County Extension Office Director Karen Hinshaw and Ashley Allen from the Boys and Girls Club appeared before the Commissioners to request permission to apply for a grant to allow the Extension Office to hire a part-time employee through AmeriCorps VISTA program. Commissioner Wall requested that County Attorney Bob Garrett review the paperwork presented and to give his recommendation on proceeding with the grant.

IN THE MATTER OF DISCUSSION)

Highway Department – Update

Highway Superintendent Troy Hostetler updated the Commissioners on various items that he is currently working on at the highway department.

Troy was informed of the passing of the Ordinance No. 2017-32 - An Ordinance Establishing Speed Limit Sign for the speed limit on CR 900 N for the maximum speed limit between Roanoke town limits and Meridian Road to be 45 m.p.h. Troy indicated that he would have his crew begin placing the new speed limit signs on that road.

IN THE MATTER OF EXECUTIVE SESSION)

The Commissioners met in executive session at 1:30 p.m. to discuss job performance evaluation of individual employees as authorized under I.C. 5-14-1.5-6.1(b)(9) as provided in the public notice of executive session. No other subject matter was discussed in executive session other than that authorized under I.C. 5-14-1.5-6.1(b)(9). No official decisions were made in executive session.

The Executive Session was closed.

IN THE MATTER OF REPORT)

County Clerk's Report

County Clerk Kittie Keiffer submitted the monthly County Clerk's Report for the month of November, 2017.

IN THE MATTER OF REPORT)

County Treasurer's Report

County Treasurer Paula Farley submitted that monthly County Treasurer's Report for the month of November, 2017.

IN THE MATTER OF DISCUSSION)

Huntington County School Choice Week

Administrative Assistant to the Commissioners Jodi PeGan presented to the Commissioners a request from Andrew Campenella, President of School Choice Week, for a Proclamation recognizing January 21-27, 2018 as Huntington County School Choice Week.

By consensus, the Commissioners agreed to sign the Proclamation recognizing January 21-27, 2018 as Huntington County School Choice Week.

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IN THE MATTER OF DISCUSSION)

Delivery and Acceptance Certificate/Project Completion Log – Huntington County Jail

Jeff Rabourn from Ameresco submitted a Delivery and Acceptance Certificate/Project Completion Log for the lighting upgrade, water conservation and controls, HVAC upgrade and building automation system at the County Jail. Commissioner Wall indicated that he would like verification from Sheriff Stoffel that the project has, indeed, been completed before the Commissioners signed the certificate of completion.

IN THE MATTER OF DISCUSSION)

Commissioners’ Office – Update and Correspondence

The Commissioners’ Administrative Assistant Jodi PeGan presented several items to the Commissioners for their review.

Ameresco presented an Indiana Smart Saver Prescriptive Chiller Rebate Application. The Commissioners agreed to sign the rebate application.

The Commissioners each signed the Annual Certification of Elected Official on Compliance with County Nepotism Policy Concerning Hiring and Supervision of Relatives.

The Commissioners signed a Certificate of Achievement in recognition of Jarid Allen Miller receiving an Eagle Scout Award.

Commissioner Wall signed the Application for Construction Design Release presented by DLZ Indiana, LLC for the project known as Huntington County Sheriff’s Office and Jail Outdoor Recreation Enclosure.

IN THE MATTER OF DISCUSSION)

CR 900 N / Lafayette Center Road Letter of Transmittal

Administrative Assistant to the Commissioners Jodi PeGan presented a Letter of Transmittal for Parcel 31(000), Michael Burris: Closing Cost Reimbursement.

By consensus, it was agreed that Commissioner Tom Wall would sign the Letter of Transmittal.

IN THE MATTER OF AGREEMENT)

Data Sharing Agreement

Dathen Strine, GIS/IT Technician, submitted a Data Sharing Agreement between Flies & VandenBrink and Huntington County to the Commissioners for their review and signature.

Larry Buzzard made a motion to enter into and sign the Data Sharing Agreement between Flies & VandenBrink and Huntington County. Tom Wall seconded and the motion passed 2-0.

Larry Buzzard

Rob Miller

Tom Wall

**BOARD OF COMMISSIONERS
HUNTINGTON COUNTY, INDIANA**

Attest:

Cindy Yeiter, Auditor