
**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS
HUNTINGTON COUNTY, INDIANA MONDAY, JANUARY 8, 2018**

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

IN THE MATTER OF MINUTES)

12/29/2017 Minutes

Tom Wall made a motion to approve the minutes for 12/29/2017. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF CLAIMS)

1/8/2018 Claims

Tom Wall made a motion to approve the claims for 1/08/2018. Rob Miller seconded and motion passed 3-0.

IN THE MATTER OF PAYROLL)

1/5/2018 Payroll

Tom Wall made a motion to approve the payroll docket for 1/5/2018. Rob Miller seconded and motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Disposal of Christmas Tree

Marla Stambazze came before the Commissioners to discuss the possibility of disposing of the current Courthouse Christmas tree. Marla indicated that the tree was in bad shape and felt as though it would not hold up through another season. There was discussion to replace the one tree with possibly two or more trees and discussed the possibility of shorter trees so it would be easier to decorate them.

Tom Wall made a motion to dispose of the current Christmas tree. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF CONTRACTS)

Annual Contracts

Tom Wall made a motion to approve the Contract with Pathfinder Services, Inc. Rob Miller seconded and the motion passed 3-0.

Tom Wall made a motion to approve the Contract with Huntington County Council on Aging, Inc. Rob Miller seconded and the motion passed 3-0.

Tom Wall made a motion to approve the Contract with Huntington County Soil & Water Conservation District. Rob Miller seconded and the motion passed 3-0.

Tom Wall made a motion to approve the Contract with Huntington Memorial Hospital, d/b/a Parkview Huntington Hospital for emergency vehicle services. Rob Miller seconded and the motion passed 3-0.

Tom Wall made a motion to approve the Contract with Youth Services Bureau. Rob Miller seconded and the motion passed 3-0.

Tom Wall made a motion to approve the Sheriff's Salary Contract with Sheriff Stoffel for his salary agreement. Rob Miller seconded and the motion passed 3-0.

Tom Wall made a motion to approve the Agreement with Animal Control Officer Lori Vanover for her salary agreement. Rob Miller seconded and the motion passed 3-0.

Tom Wall made a motion to approve the Contract with Tim Eckert as Veteran's Service Officer. Rob Miller seconded and the motion passed 3-0.

Tom Wall made a motion to approve the Contract with Robert Jeffers as Director of Emergency Management Agency. Rob Miller seconded and the motion passed 3-0.

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Tom Wall made a motion to approve the Contract with Melissa Christman-Taylor as Director of Huntington County Public Safety Dispatch. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Reorganizational Meeting – Updated Board Appointment List

Tom Wall made a motion to appoint Rob Miller to EMS Dispatch. Larry Buzzard seconded and the motion passed 3-0. A complete updated list of the boards that the Commissioners are on is as follows:

Drainage Board: Tom Wall
 Regional IIIA: Tom Wall
 HCED: Larry Buzzard
 EMA Advisory Board: Rob Miller
 Solid Waste District Board: All three commissioners
 Plan Commission: Larry Buzzard
 Employee Safety Committee: Rob Miller
 CEDIT Advisory Board: Larry Buzzard
 Employee Connection Committee: Rob Miller
 District 3 Planning Council (DPC): Rob Miller
 Northeast Regional Partnership: Tom Wall
 GIS Advisory Committee: Tom Wall
 District Planning Oversight Committee: Rob Miller
 HCPS Dispatch: Rob Miller
 Tax Abatement Review Committee: Larry Buzzard
 Community Corrections: Rob Miller
 Job Classification Committee: Larry Buzzard
 EMS Advisory Committee at Parkview Huntington Hospital: Rob Miller
 EMS Dispatch: Rob Miller
 Upper Wabash River Basin: Larry Buzzard

IN THE MATTER OF APPOINTMENTS)

Annual Appointments

Rob Miller made a motion to appoint Paul Augspurger to the Board of Electrical Examiners, term to expire 12/31/2018. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Tim Young to the Board of Electrical Examiners, term to expire 12/31/2018. Tom Wall seconded and the motion passed 3-0.

Tom Wall made a motion to appoint James Miller to the Huntington City/Township Public Library Board, term to expire 12/31/2021. Rob Miller seconded and the motion passed 3-0.

Tom Wall made a motion to appoint Robert Gressley to the Drainage Board, term to expire 12/31/2020. Rob Miller seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Randy Bellamy to the Huntington County Plan Commission, term to expire 1/2/2022. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Robin Baker to the Huntington County Health Board, term to expire 12/31/2021. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Thomas Smith to the Alcohol Beverage Board, term to expire 12/31/2018. Tom Wall seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Annual Appointments

The Commissioners reviewed the remaining openings available on the annual appointment list. Commissioner Wall asked that GIS Coordinator Dathen Strine look at the GIS system to determine the boundaries of the Dawn Lakes Regional Sewer

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District and the Rural Huntington Regional Water & Sewer District and to compile a list of property owners within those districts. The Commissioners will review the list and reach out to property owners to determine if there would be any interest in applying for a seat on those boards. It was also decided to re-advertise for the openings on the various other vacant boards.

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.

Jodi presented an additional form that Dave Mettler from Mettler Insurance Agency needed signed for the Underinsured Motorist Coverage. By consensus, the Commissioners agreed to sign the form. Dave also presented a Renewal Premium Recap for coverage from 1/3/2018 to 1/3/2019 which included the type of coverage, when it was expiring, the renewal date, and cost difference from the previous year.

Jodi presented a letter the Commissioners received from the Indiana Department of Transportation indicating that Huntington County Transit (HAT) is currently compliant based on the September 14, 2016 on-site visit, follow-up documentation, and required corrective actions being received.

Jodi presented a Notice to Proceed letter from Scott Carnegie, Project Manager with DLZ Indiana, LLC, concerning the Huntington County Sheriff's Office and Jail Outdoor Recreation Enclosure project.

IN THE MATTER OF REPORTS)

Huntington County Courthouse – Security Year End Report

Head of Security Rob Jackson submitted to the Commissioners for their review the Huntington County Courthouse Security Year End Report for 2017.

IN THE MATTER OF DISCUSSION)

Highway Department – Update

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

Troy told the Commissioners he has been informed that the flashing stoplight that was ordered for the intersection of Division Road and CR 300 W has been shipped and will be installed at the intersection as soon as they receive it.

Troy received a Petition to Request to Reduce Right-of-Way from a property owner on CR 600 W, near Mt. Etna. This is a residential area on the north side of the river. Troy asked for the Commissioners' guidance on how to handle the matter, what the process is and whether it was even possible to grant the request. The Commissioners asked Troy to give the paperwork to County Attorney Bob Garrett to review and give his recommendation to the Commissioners on how to proceed.

IN THE MATTER OF AGREEMENT)

Local Roads and Bridges Matching Grant Agreement – EDS #A249

Highway Superintendent Troy Hostetler presented to the Commissioners the Local Roads and Bridges Matching Grant Agreement EDS # A249 between Huntington County and Indiana Department of Transportation. The purpose of this Grant Agreement is to enable the State to award a grant to Huntington County for a project to surface seal the following roads in Huntington County: Lake Forest Subdivision; Dawn Lakes Subdivision; Arlington Heights Subdivision; and, Prestwick Chase Subdivision. The maximum amount of state funds allocated to the project is \$129,187.50.

Highway Superintendent Troy Hostetler presented to the Commissioners the Local Roads and Bridges Matching Grant Agreement EDS # A249 between Huntington County and Indiana Department of Transportation. The purpose of this Grant Agreement is to enable the State to award a grant to Huntington County for a project to replace a small culvert on CR 450 S with a new bridge in Huntington County. The maximum amount of state funds allocated to the project is \$285,930.75.

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Highway Superintendent Troy Hostetler presented to the Commissioners the Local Roads and Bridges Matching Grant Agreement EDS # A249 between Huntington County and Indiana Department of Transportation. The purpose of this Grant Agreement is to enable the State to award a grant to Huntington County for a project to replace Bridge No. 13 on 500 W in Huntington County. The maximum amount of state funds allocated to the project is \$299,136.56

Tom Wall made a motion to sign all three Local Roads and Bridges Matching Grant Agreements. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Huntington County Tourism Board

Huntington County Visitor and Convention Bureau Director Jessica Grossman appeared before the Commissioners to advise them that there are two Huntington County Tourism Board positions that expired on December 31, 2017. Jessica indicated that she is seeking out applicants to fill those positions and will direct them to fill out an application to submit to the Commissioners.

Jessica informed the Commissioners on various activities that are upcoming for 2018.

IN THE MATTER OF DISCUSSION)

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

Jeff Rabourn, Senior Project Manager for Ameresco, appeared before the Commissioners to submit 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. Jeff gave a brief description of the completed project and discussed the projected cost savings to the County for the upgrades. Sheriff Stoffel advised the Commissioners that the project is indeed complete and discussed some of the advantages to the new systems.

Larry Buzzard made a motion to sign the 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. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Huntington County Sheriff's Office & Jail Outdoor Recreation Enclosure – Update

Jeff Rabourn, Senior Project Manager for Ameresco, discussed with the Commissioners their scope of work for the Huntington County Sheriff's Office & Jail Outdoor Recreation Enclosure. Jeff informed the Commissioners of what has been designed and the plans for construction for the HVAC, Controls, and Lighting/Electrical systems for the project.

IN THE MATTER OF EXECUTIVE SESSION)

The executive session was continued to 11:15 a.m.

IN THE MATTER OF DISCUSSION)

Emergency Management Agency - Update

Emergency Management Agency Director Bob Jeffers discussed the upcoming Multi-Hazard Mitigation Kick-off Meeting scheduled for January 17, 2018 at 10:00 a.m. Bob discussed the details of the meeting and shared information that will take place during the meeting.

Bob discussed with the Commissioners the possibility of a defensive driving course for EMA volunteers and the traffic team. Bob has investigated an online Emergency Vehicle Operators Course (EVOC) that is available for a cost. Commissioner Wall suggested that Bob get ahold of the County's insurance provider, Mettler Insurance Agency, to ask if they have any type of program available at no-cost or at a lower rate than the EVOC program.

IN THE MATTER OF DISCUSSION)

Northeast Indiana Regional Partnership – Fee for Services Agreement

Huntington County Economic Development Executive Director Mark Wickersham appeared before the Commissioners to discuss the Northeast Indiana Regional Partnership – Fee for Services Agreement between the County and the partnership.

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Mark indicated that the fee was the same for 2018 and that, as usual, it was a 50-50 split with the County and City. Commissioner Wall asked that NEIRP President/CEO John Sampson appear before the Commissioners to discuss the services agreement prior to entering into and signing a new agreement.

IN THE MATTER OF EXECUTIVE SESSION)

The Commissioners met in executive session at 11:15 a.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 DISCUSSION)

Human Resources – Update

Human Resource Director Erika Devine came before the Commissioners to discuss various items she is currently working on.

Erika confirmed the health insurance renewal with the Commissioners.

Erika discussed with the Commissioners the email she received from Group Administrators concerning stop loss reimbursements and asked how they wished to handle this. By consensus, the Commissioners asked that the reimbursement checks be sent to the County.

Erika informed the Commissioners that she has been contacted by Ryan Free from Insurance Audit & Inspection Co., Inc. concerning a timeline for the insurance bidding process. By consensus, the Commissioners agreed to inform Insurance Audit & Inspection Co., Inc. to move forward with putting together the timeline.

IN THE MATTER OF DISCUSSION)

COBRA Rates for 2018

Human Resource Director Erika Devine presented the 2018 COBRA rates for medical, prescription, dental and vision insurance and indicated that the rates were down slightly from last year.

Tom Wall made a motion to accept and sign the form for the 2018 COBRA coverage. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Change of Employment Status – Commissioner President

Human Resource Director Erika Devine presented the Commissioners with two Change of Employment Status forms. One form is for Commissioner Larry Buzzard to move to a status change of Commissioner President and the second form is changing Tom Wall from Commissioner President to Commissioner.

Tom Wall made a motion to sign the Change of Employment Status of Commissioner Larry Buzzard to Commissioner President and to sign the Change of Employment Status for Tom Wall from Commissioner President to Commissioner. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF ADDITIONAL)

Appropriation of Special Funds

Tom Wall made a motion to approve the request for appropriation of special funds of \$409,420.00 for 4602 Bond Interest Fund. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF REPORT)

2017 Health Insurance Report

Human Resources Director Erika Devine presented the year-end Health Insurance Report for plan year 2017.

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IN THE MATTER OF REPORT)

2017 Unemployment Report

Human Resources Director Erika Devine presented the year-end Unemployment Report for 2017.

IN THE MATTER OF REPORT)

2017 Terms & Hires Report

Human Resources Director Erika Devine presented the year-end Terms & Hires Report for 2017.

IN THE MATTER OF REPORT)

2017 Compensatory Time Report

Human Resources Director Erika Devine presented the year-end Compensatory Time Report for 2017.

Larry Buzzard

Rob Miller

Tom Wall

BOARD OF COMMISSIONERS
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Attest:

Cindy Yeiter, Auditor