

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS
HUNTINGTON COUNTY, INDIANA MONDAY, NOVEMBER 27, 2017**

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

IN THE MATTER OF MINUTES)

11/13/2017 Minutes

Larry Buzzard made a motion to approve the minutes for 11/13/2017. Tom Wall seconded and the motion passed 2-0.

IN THE MATTER OF CLAIMS)

11/27/2017 Claims

Larry Buzzard made a motion to approve the claims for 11/27/2017. Tom Wall seconded and motion passed 2-0.

IN THE MATTER OF PAYROLL)

11/24/2017 Payroll

Larry Buzzard made a motion to approve the payroll docket for 11/24/2017. Tom Wall seconded and motion passed 2-0.

IN THE MATTER OF DISCUSSION)

Vehicle Purchase

Sheriff Terry Stoffel requested permission to purchase a new sheriff's vehicle. The Commissioners approved the request by consensus.

IN THE MATTER OF DISCUSSION)

Courthouse Lighting

The Commissioners discussed with Facilities Manager Greg Ricker about lighting the trees outside of the Courthouse. The Commissioners wanted to participate in the downtown's lighting efforts by lighting the courthouse area.

IN THE MATTER OF DISCUSSION)

Courthouse Repairs Update

Facilities Manager Greg Ricker gave an update on the Courthouse repairs. He reported that the second floor restrooms will be closed starting December 4th. Greg stated that the outside work was complete for the season; the north elevation and the roof have been completed.

Greg also gave an update on the elevator repairs required. The Commissioners discussed the last contract signed with Otis Elevator. The Commissioners asked that County Attorney Bob Garrett review the previous contract and to advise on how to provide notification for canceling the agreement. Greg stated he had gotten two other quotes for the repairs to the elevator, as well as annual maintenance agreements.

IN THE MATTER OF DISCUSSION)

Update on Unsafe Order – 6371 W – 445 N, Huntington

Department of Community Development Director Mandy Woods and Environmental Health Specialist Brandt Ricker appeared before the Commissioners to give an update on the Unsafe Order on 6371 W – 445 N, Huntington. Mandy reported that the outside has been cleaned up and the fence has been repaired. She believes that the inside has had some work completed, but was unable to do an interior inspection. Brian Berger, attorney for the bank, reported that he is aware of the exterior work. He believes that the property will go to Sheriff's sale sometime in January.

The Commissioners released the unsafe order and will readdress the property if new complaints are filed.

IN THE MATTER OF DISCUSSION)

Building Code Enforcement

Commissioner Wall mentioned that he received a letter from ISO regarding the rating system for Building Code Enforcement. DCD Director Mandy Woods stated that she will be meeting with the representative in January to discuss the matter further.

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IN THE MATTER OF DISCUSSION)

Comprehensive Plan Update

DCD Director Mandy Woods gave an update on the comprehensive plan. She stated that participation has been good within the towns, but county participation has not been very good. She stated she has been advertising the meetings, and attempting to reach out to potential stakeholders.

IN THE MATTER OF DISCUSSION)

Service Agreement with American Financial Credit Services

County Treasurer Paula Farley appeared before the Commissioners to discuss the agreement with American Financial Credit Services for the collection of unpaid taxes. Commissioner Wall stated that he would like American Financial Credit Services to come before the Commissioners to discuss their collection success rate, how much they have of the County's taxes sitting uncollected, and other pertinent information in order to make an informed decision. The Commissioners would like to see comparable service agreements from other companies, along with their reporting ability.

IN THE MATTER OF DISCUSSION)

IT/GIS Update

CCIS Director Matt Taylor appeared before the Commissioners to give an update on activities within the IT department. Matt also mentioned that he was considering changing the title for the GIS Technician to GIS Coordinator. Commissioner Wall asked for time to consider this request.

IN THE MATTER OF DISCUSSION)

Cost Allocation Plan

County Auditor Cindy Yeiter appeared before the Commissioners to discuss the agreement with Malinowski Consulting, Inc. for Title IV-D cost allocation. Cindy gave some history regarding the agreements. The Commissioners stated that they would prefer that Cindy obtain quotes from different companies and asked if it was possible to just have a one year contract.

IN THE MATTER OF DISCUSSION)

Legal Update

County Attorney Bob Garrett gave an update on the matters he has been handling for the Commissioners.

Larry Buzzard made a motion to approve the Temporary Right of Entry Grant to the City of Huntington, Indiana to access the property across from the Jail. Tom Wall seconded and the motion passed 2-0.

Commissioner Wall requested permission to have DLZ design the parking lot at the vacant lot on State Street, across from the jail. This was approved by consensus. The Commissioners discussed the options available with Scott Carnegie, DLZ project manager.

Mr. Garrett presented the written LIT agreement with the Highway Department.

Mr. Garrett also gave a report on the Otis Elevator agreement. He said that it was not timely for breaking the contract. But, he will be working on it due to breach of agreement.

IN THE MATTER OF ORDINANCE)

Ordinance No. 2017-30 - 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 speed limit between County Road 600 E (Allen County line) and the bridge over Little River to be 55 m.p.h. and the speed limit between the bridge over Little River to U.S. Highway 24 to be 45 m.p.h.

Larry Buzzard made a motion to approve Ordinance No. 2017-30 - An Ordinance Establishing Speed Limit Sign. Tom Wall seconded and the motion passed 2-0.

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IN THE MATTER OF ORDINANCE)

Ordinance No. 2017-31 – An Ordinance to Adopt a Capital Improvement Plan Pursuant to IC 6-3.5-7

County Attorney Bob Garrett presented the LIT – Economic Development three year plan. He reported the amount for the plan based on the budget, with Project 6 only having a one year plan.

Larry Buzzard made a motion to approve the LIT – Economic Development plan for 2018, 2019, and 2020. Tom Wall seconded and the motion passed 2-0.

Larry Buzzard made a motion to approve Ordinance No. 2017-31 – An Ordinance to Adopt a Capital Improvement Plan Pursuant to IC 6-3.5-7. Tom Wall seconded and the motion passed 2-0.

IN THE MATTER OF EXECUTIVE SESSION)

The Commissioners met in executive session at 10:00 a.m. to discuss interviews and negotiations with industrial or commercial prospects or agents of industrial or commercial prospects by the Indiana economic development corporation, the office of tourism development, the Indiana finance authority, the ports of Indiana, an economic development commission, the Indiana state department of agriculture, a local economic development organization or a governing body of a political subdivision as authorized under I.C. 5-14-1.5-6.1(b)(4) 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)(4). No official decisions were made in executive session.

The Executive Session was closed.

IN THE MATTER OF DISCUSSION)

Agreement for Performance of Professional Economic Development Services

Huntington County Economic Development Director Mark Wickersham appeared before the Commissioners to submit for their review and signature the Agreement for Performance of Professional Economic Development Services for the year 2018.

Larry Buzzard made a motion to approve the agreement. Tom Wall seconded and the motion passed 2-0.

IN THE MATTER OF DISCUSSION)

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

DLZ project manager Scott Carnegie appeared before the Commissioners for the bid opening for the Huntington County Sheriff's Office & Jail Outdoor Recreation Enclosure.

Pridemark Construction - \$388,400.00
Hamilton Hunter Builders - \$347,488.00
James Jackson - \$407,000.00

Larry Buzzard made a motion to take the bids under advisement until after review by the consultant and county attorney. Tom Wall seconded and the motion passed 2-0.

The Commissioners discussed the bids and looked at the estimated cost projections. It was decided that Mr. Carnegie and the Commissioners would need to attend the December County Council meeting to discuss the costs.

IN THE MATTER OF DISCUSSION)

Annual Purdue Extension Office Update

Extension Office Director Karen Hinshaw appeared before the Commissioners to give the 2017 Annual Report on the annual activities for the Purdue extension office.

IN THE MATTER OF DISCUSSION)

Highway Update

Highway Superintendent Troy Hostetler appeared before the Commissioners to discuss an agreement needed for Bridge #23 on CR 900 S over Salamonie River.

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Larry Buzzard made a motion to approve the Proposal Agreement with USI for Huntington County Bridge #23. Tom Wall seconded and the motion passed 2-0.

Troy reported on the updated list for subdivision road repairs for 2018. He discussed which subdivisions would be targeted for repairs for next year.

The Commissioners discussed the flooding issues near 900 N. It was mentioned that part of the ditch is a county regulated drain, but the drainage board is not in favor of additional improvements to the area.

The Commissioners also discussed the report of flooding on 635 N in Norwood Subdivision. Troy stated that the drains were not designed to handle the five inches of rain that occurred recently. He also stated that it is not a county regulated drain, and that it is not county maintained.

IN THE MATTER OF DISCUSSION)

Handbook Updates

Human Resources Director Erika Devine appeared before the Commissioners to discuss the updated handbooks, with the updated PTO policy included. She stated that there were no objections to the Sheriff's or Highway versions.

IN THE MATTER OF ORDINANCE)

Ordinance No. 2017-26 – An Ordinance Amending the County of Huntington, Indiana Personnel Policies Handbook

Larry Buzzard made a motion to approve Ordinance No. 2017-26 – An Ordinance Amending the County of Huntington, Indiana Personnel Policies Handbook. Tom Wall seconded and the motion passed 2-0.

IN THE MATTER OF ORDINANCE)

Ordinance No. 2017-27 – An Ordinance Amending the County of Huntington, Indiana Personnel Policies Handbook – Highway Department

Larry Buzzard made a motion to approve Ordinance No. 2017-27 – An Ordinance Amending the County of Huntington, Indiana Personnel Policies Handbook – Highway Department. Tom Wall seconded and the motion passed 2-0.

IN THE MATTER OF ORDINANCE)

Ordinance No. 2017-28 – An Ordinance Amending the County of Huntington, Indiana Personnel Policies Handbook – Sheriff's Department

Larry Buzzard made a motion to approve Ordinance No. 2017-28 – An Ordinance Amending the County of Huntington, Indiana Personnel Policies Handbook – Sheriff's Department. Tom Wall seconded and the motion passed 2-0.

IN THE MATTER OF REPORT)

Health Insurance Report

HR Director Erika Devine submitted the monthly Health Insurance Report for the month of October 2017.

IN THE MATTER OF REPORT)

County Clerk's Report

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

IN THE MATTER OF DISCUSSION)

Landfill Update

The Commissioners received a letter from Glen Howard, SES Project Manager, regarding additional work at the closed landfill. He has a letter written detailing the steps for dewatering to be submitted to IDEM. The Commissioners agreed by consensus to ask Mr. Howard to submit the letter and planning steps.

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IN THE MATTER OF TRANSFER)

Transfers

Larry Buzzard made a motion to approve the transfer of \$3,200.00 from 1000-068-30.0091 (Care In State Institutions) to 1000-068-30.0012 (Legal Services Non-Contract). Tom Wall seconded and the motion passed 2-0.

IN THE MATTER OF DISCUSSION)

Construction Bond Fund

The Commissioners received an invoice to be paid from Environmental Management Services for remediation of insulation around pipes. Larry Buzzard made a motion to pay for the invoice out of the Construction Bond Fund. Tom Wall seconded and the motion passed 2-0.

IN THE MATTER OF DISCUSSION)

Huntington County’s Non-discrimination & Accessibility Letter of Commitment to INDOT

Human Resources Director Erika Devine submitted a letter that she sent to the Indiana Department of Transportation indicating that Huntington County has created and approved the required ADA Transition Plan and Title VI Plan, per the requirements from INDOT.

IN THE MATTER OF DISCUSSION)

Health Insurance Renewal

The Commissioners and Human Resources Director Erika Devine had a telephone conference with Andrew Loehr of Gallagher Benefits concerning several items for consideration for the 2018 health insurance renewal.

It was determined by consensus to make a change from the current two-tier provider network to a three-tier Exclusive Provider Network in an effort to lower costs incurred through health insurance claims. Representatives from Gallagher Benefits will be available during open enrollment to discuss the change with employees.

It was determined by consensus to discontinue use of Teladoc for 2018 due to low utilization by employees.

Andrew discussed with the Commissioners the possibility of an Rx Specialty tier, along with the possibility of a Near-Site Clinic. After discussion, it was determined to not proceed with those two items.

The Commissioners discussed the range they are considering for the 2018 employee contribution to the insurance premium. It was determined to make a decision after more information has been obtained.

Larry Buzzard

Rob Miller

Tom Wall

**BOARD OF COMMISSIONERS
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Attest:

Cindy Yeiter, Auditor