

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA MONDAY, JUNE 25, 2018**

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

**IN THE MATTER OF MINUTES)**

**06/11/2018 Minutes**

Rob Miller made a motion to approve the minutes for 06/11/2018. Tom Wall seconded and the motion passed 3-0.

**IN THE MATTER OF CLAIMS)**

**06/25/2018 Claims**

Rob Miller made a motion to approve the claims for 06/25/2018. Tom Wall seconded and motion passed 3-0.

**IN THE MATTER OF PAYROLL)**

**06/22/2018 - Payroll, Longevity Pay and Uniform Pay**

Rob Miller made a motion to approve the payroll docket, longevity pay and uniform pay for 06/22/2018. Tom Wall seconded and motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Commissioners' – Correspondence**

The Commissioners received correspondence from Troy Karchner, President of the Roanoke Redevelopment Commission notifying them that, for budget year 2018, the Commission will need to capture all of the incremental assessed value from the TIF Allocation Areas in order to generate TIF Revenues sufficient to meet the Commission's outstanding debt service obligations, to pay for projects that are located in or directly serve or benefit the TIF Allocation Area, and to meet other purposes.

The Commissioners had a request from Attorney Joe Wiley to hold the Huntington County Honors program in the Courthouse rotunda on Saturday, October 20, 2018 from approximately 12:00 noon until 4:00 p.m. The Commissioners agreed to allow them to hold the program on that date and time in the Courthouse rotunda.

**IN THE MATTER OF DISCUSSION)**

**GIS Data Access Request**

Justin Wall appeared before the Commissioners to discuss a GIS data access request. Justin indicated that he would like for Beacon GIS to be able to generate a list of property addresses and property owners within a certain designated area. He said that the current system is capable of that feature but, at this time, the system is only setup to access one property at a time. The Commissioners questioned Justin about his intentions for this information and he indicated that it is for marketing purposes for his real estate business. The Commissioners asked for more time to make a decision so that they could speak with GIS Coordinator Dathen Strine, representatives from Beacon, and to gain information from other counties as to what detailed information their GIS provides.

**IN THE MATTER OF DISCUSSION)**

**Public Health Emergency Preparedness Grant**

Public Health Nurse Katherine Rush presented the 2019 Public Health Emergency Preparedness Grant in the total sum of \$15,371.00. County Attorney Bob Garrett has reviewed the grant and has given his recommendation to the Commissioners to move forward with the grant application.

Tom Wall made a motion to allow Huntington County Health Department Environmental Foods Specialist Tami Hurlburt to execute the 2019 Public Health Emergency Preparedness Grant in the total sum of \$15,371.00. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Commissioners' Certificate Sale – Invalidation of Sale**

At the Commissioners' meeting held May 29, 2018 the Commissioners voted to have the following property removed from the Commissioners' Certificate Sale held on May 30, 2018 at 10:00 a.m.: Sale ID: 351700122. After the sale, it came to the Commissioners' attention that that property was not removed and, therefore, they requested that the Huntington County

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA MONDAY, JUNE 25, 2018**

Auditor send the buyer, Danny Wheeler, a letter informing him that the Commissioners decided to invalidate that sale and the Commissioners would take control of the property. On June 14, 2018 the Auditor sent Mr. Wheeler a letter informing him of the Commissioners' decision, and also included with the letter a reimbursement check for the purchase price and 5% interest in the total sum of \$50.10.

Mr. Wheeler appeared before the Commissioners to ask them why they chose to remove the property from the sale. He further indicated that he has paid taxes on the property and that he wished to be reimbursed for that expenditure. Mr. Wheeler was told to speak to the Huntington Treasurer and Auditor regarding reimbursement for the taxes paid.

Rob Miller has spoken with the Warren Township Trustee and the Bippus Fire Department and they both indicated that they might have a use for the property. Rob will discuss the matter further with them and, if neither entity has a use for the property, it will be on the 2019 Commissioners' Certificate Sale for purchase at that time.

**IN THE MATTER OF DISCUSSION)**

**2019 IPEP Health and Workers Compensation Plans Safety Grant Program Application**

Human Resource Director Erika Devine presented the 2019 IPEP Safety Grant Program Application in the sum of \$20,000.00. The IPEP Grant Program offers safety/training incentives that can be applied for by any current member of IPEP. If received, the funds would be used to purchase approximately 12 security cameras and additional image storage to be used throughout the Courthouse.

Rob Miller made a motion to submit the 2019 IPEP Health and Workers Compensation Plans Safety Grant Program Application in the sum of \$20,000.00. Tom Wall seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Human Resource – Update**

Human Resource Director Erika Devine discussed the 2019 Health Insurance Budget and presented a worksheet setting forth the funding sources, along with a breakdown of the anticipated wellness expenses for 2019.

Erika asked for clarification from the Commissioners on the current Paid Time Off policy that relates to an employee transitioning from full-time to part-time employment. Per the County's handbook, if a full-time employee becomes a part-time employee, without any interruption in employment, he/she will be compensated for unused PTO up to the maximum allowed by the policy. In addition, he/she may retain any accrued time in their PTO bank. Such time shall be frozen and will be available for employee use per policy, should the employee return to full-time status. The Commissioners decided to allow the option to either carry over the days remaining or pay out up to the maximum allowed. The number of days accrued as of January 1<sup>st</sup> would be under the part time policy.

Erika asked for further clarification from the Commissioners on the Paid Time Off policy that relates to the minimum amount of PTO an employee can use at one time. Per the County's handbook, the minimum amount of PTO that an employee can use shall be in half day increments. The Commissioners agreed with the currently policy and indicated that they would look to the department heads to monitor and approve that use.

Erika informed the Commissioners that she is reviewing employees' compensatory time total hours accrued and will keep them informed about a payout of those hours that are in excess of what is allowed under the current policy.

**IN THE MATTER OF EXECUTIVE SESSION)**

The Commissioners met in executive session at 9:20 a.m. to discuss the purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease is executed by the parties as authorized under I.C. 5-14-1.5-6.1(b)(2)(D) 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)(2)(D). No official decisions were made in executive session.

The Executive Session was closed.

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA MONDAY, JUNE 25, 2018**

**IN THE MATTER OF DISCUSSION)**

**2019 Budget Requests**

Huntington County Council on Aging– Executive Director Holly Saunders appeared before the Commissioners to present the 2019 budget request for \$20,000.00. She reported that this is the same amount as requested last year. Holly explained that the money is used for assisting with operating expenses. She informed the Commissioners that transportation of the veterans is going well.

Huntington County Public Safety Dispatch - Director Melissa Christman appeared before the Commissioners to present the 2019 budget. She discussed some of the areas that will be decreased and explained the reasoning behind the budget decrease. Melissa further updated the Commissioners on several projects that she is currently working on.

Maintenance / Facility Management – Facilities Manager Greg Ricker appeared before the Commissioners to present the 2019 budget. He discussed the areas where he has made some changes. He further discussed that he would like to move money out of the repairs/maintenance fund and add it to the lawn care/snow removal fund.

Department of Community Development – Land Use Division/Office Coordinator Marla Stambazze appeared before the Commissioners to present the 2019 budget. She reported that there are some increases in the budget and explained those needs.

City/County Information Systems – Director Matt Taylor appeared before the Commissioners to present the 2019 budget. Matt explained that there are a few items that he adjusted due to anticipated increases such as longevity increases and hardware/software maintenance contract increases.

Veteran’s Service – Veterans’ Service Officer Tim Eckert appeared before the Commissioners to present the 2019 budget request. Tim indicated that the same amount is being requested for both the Memorial Day fund and Burial of Soldiers fund. Tim discussed the services being offered by the Veterans’ office.

Emergency Management Agency - Director Robert Jeffers appeared before the Commissioners to present the 2019 budget. Robert discussed that there were only minor increases in the budget from last year.

**IN THE MATTER OF DISCUSSION)**

**2017 Emergency Management Performance Grant Program – Salary Grants**

Emergency Management Agency Director Bob Jeffers presented them 2017 Emergency Management Performance Grant Program – Salary Grants in the total amount of \$34,664.86.

Tom Wall made a motion to execute the 2017 Emergency Management Performance Grant Program – Salary Grants in the total amount of \$34,664.86, pending review by County Attorney Bob Garrett. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Courthouse Maintenance - Update**

Facilities Manager Greg Ricker gave an update on the interior and exterior building repairs that will be done over the next few weeks and the approximate timeline for those repairs.

Greg indicated that the lighting throughout the Courthouse is now complete and that the tiles for the second floor restrooms will arrive next week. Greg spoke with the City about their 50-50 program to replace the sidewalk around the Courthouse and is still discussing the cost of the project with the City.

**IN THE MATTER OF AGREEMENT)**

**Law Enforcement Agreement**

Chief Deputy Chris Newton appeared before the Commissioners with a Law Enforcement Agreement between LexisNexis Coplogic Solutions, Inc. and Huntington County Commissioners. LexisNexis has developed a web based portal to distribute reports to authorized requestors and other authorized entities online. LexisNexis will have the right to sell crash/accident reports online and to distribute data extracted from the reports. Deputy Newton discussed the fees for those

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA MONDAY, JUNE 25, 2018**

reports and how this will benefit the Sheriff's department in that they will no longer have to generate those reports. He also discussed that the Sheriff's Department will still receive funds from the reports sold online.

Tom Wall made a motion to enter into and sign the Law Enforcement Agreement between LexisNexis Coplogic Solutions, Inc. and Huntington County Commissioners. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Sheriff's Department – Update**

Chief Deputy Chris Newton spoke to the Commissioners about an officer leaving the Sheriff's department to become a full-time teacher and officer at the high school. Deputy Newton requested that the officer be allowed to stay on with the department as a special deputy and requested permission to give him a marked car for his use while at the high school and on duty. The Commissioners agreed to allow the employee to become a special deputy and to retain a marked car for his use while at the high school and on duty.

The Commissioners spoke with Deputy Newton about out of state travel and asked that he inform them about future out of state travel plans that would include using county funds to travel.

**IN THE MATTER OF DISCUSSION)**

**Temporary Credit Card Limit Increase**

Drug Court Coordinator Erin Wiley requested permission for a temporary credit card limit increase.

Tom Wall made a motion to temporarily raise the credit card limit an additional \$1,000.00. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Huntington County Parking Lot on State Street**

DLZ Indiana's Vice President Mike Trevino appeared before the Commissioners to discuss a proposal for the design and permitting documents for the County's proposed parking lot on State Street. The scope of services includes survey services, geotechnical services, design services, lighting services, landscaping services and permitting service for a compensation of \$28,100.00. If requested, the proposal would also include bidding services and construction phase activities for a compensation of \$3,800.00. Mike discussed the details of the proposal and what steps needed to be taken first in order to proceed with the project.

Tom Wall made a motion to proceed with the design project for the Huntington County Parking Lot on State Street as set forth in the proposal presented by DLZ Indiana, for the total sum of \$31,900.00, to be paid out of the Cumulative Courthouse fund. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**900 N Project/Schoenemann Settlement**

The Commissioners and County Attorney Robert Garrett discussed the 900 N Project - Schoenemann/INDOT final settlement agreement. Bob has corresponded with Laura Turner, the attorney for INDOT, voicing the Commissioners' concerns pertaining to additional payments being made to the Schoenemanns for their property located on 900 N in Huntington County. Initially, the Schoenemanns were willing to transfer the entire seven acre tract on 900 N to the County at the time of final settlement. Since that time, the Commissioners have been informed that the seven acre tract is not being offered as part of the final settlement. The Commissioners discussed their disappointment with the settlement as they believe that the Schoenemanns have been more than adequately compensated and feel as though the original transfer of the seven acre tract should be included in the final settlement agreement.

By consensus, the Commissioners agree to not enter into and sign the proposed settlement agreement.

---

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA MONDAY, JUNE 25, 2018**

**IN THE MATTER OF DISCUSSION)**

**Commissioners' Budget Workshop**

The Commissioners discussed the initial draft of the 2019 budget for the funds they are responsible for. The Commissioners reviewed the projected numbers for the Cumulative Courthouse fund, LIT fund, and Pool Car. The Commissioners discussed various line items and their planned expenditures for the remainder of 2018 and for 2019.

Tom Wall made a motion to approve the 2019 budget for submission. Rob Miller seconded and the motion passed 3-0.

\_\_\_\_\_  
Larry Buzzard

\_\_\_\_\_  
Rob Miller

\_\_\_\_\_  
Tom Wall

**BOARD OF COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA**

ATTEST:

\_\_\_\_\_  
Cindy Yeiter, Auditor