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**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA MONDAY, JULY 9, 2018**

**DRAFT**

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

**IN THE MATTER OF MINUTES)**

**06/25/2018 Minutes**

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

**IN THE MATTER OF CLAIMS)**

**07/09/2018 Claims**

Tom Wall made a motion to approve the claims for 07/09/2018. Rob Miller seconded and motion passed 3-0.

**IN THE MATTER OF PAYROLL)**

**07/06/2018 - Payroll**

Tom Wall made a motion to approve the payroll docket for 07/06/2018. Rob Miller seconded and motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Commissioners' – Correspondence**

The Commissioners received a Quietus from the Huntington County Auditor which sets forth the June 2018 settlement from Property Tax and Excise Tax to be deposited into the Cumulative Courthouse fund.

Indiana Department of Environmental Management sent a letter to the Commissioners informing them that they received the methane monitoring from SES for the Huntington County Landfill facility. As a result of the review, IDEM has recommended that the facility needs to evaluate the functionality of GP-14 as an explosive gas monitoring probe and to report the results of the evaluation within 30 days after receipt of the letter.

The Commissioners received a Meeting Agenda from the Wabash River Heritage Corridor Commission for their meeting scheduled for July 11, 2018 at 1:00 p.m. at the Historic Forks of the Wabash.

The Commissioners have been informed that a board member on the Board of Zoning Appeals has resigned his position. The Commissioners requested that the open BZA position be advertised, along with all other current open board/commission positions.

The State of Indiana Office of Management & Budget sent a memorandum indicating that two issues were identified by DOR and SBOA during an audit. The two issues impact local income tax (LIT) distributions. Therefore, the Auditor of State will send a one-time LIT distribution of \$8,338.00 to the County within the next few days.

**IN THE MATTER OF REPORT)**

**Health Insurance Report**

Human Resource Director Erika Devine submitted the monthly Health Insurance Report for the month of June, 2018.

**IN THE MATTER OF REPORT)**

**2018 Unemployment Report**

Human Resources Director Erika Devine presented the 2<sup>nd</sup> quarter, 2018 Unemployment Report.

**IN THE MATTER OF REPORT)**

**2018 Terms & Hires Report**

Human Resources Director Erika Devine presented the 2<sup>nd</sup> quarter, 2018 Terms & Hires Report.

**IN THE MATTER OF REPORT)**

**2018 Compensatory Time Report**

Human Resources Director Erika Devine presented the 2<sup>nd</sup> quarter, 2018 Compensatory Time Report.

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**IN THE MATTER OF DISCUSSION)**

**Human Resource – Update**

Erika spoke to the Commissioners regarding the fact that Parkview Health Systems would like for health insurance claims to be paid within 30 days, thus allowing for a prompt pay discount. She discussed the possibility of the County paying those stop loss claims within that 30 day timeframe in order to receive the prompt pay discount and then when the money is reimbursed to deposit that back into the health fund. Erika said that she will be meeting with Gallagher, Group Administrators and Parkview to discuss this matter, along with clarification on benefits regarding the EPO network.

**IN THE MATTER OF DISCUSSION)**

**Correspondence**

Human Resource Director Erika Devine presented a letter she received from Chubb Insurance concerning a claim for exterior damage at the Courthouse. The property claims examiner is asking that an engineer's report and estimates for repairs be submitted to them so that they can make a claim determination. Erika has asked DLZ to supply this information to be given to the insurance company.

**IN THE MATTER OF PUBLIC HEARING)**

**Unsafe Order – 10209 South Wayne Road, Warren, Indiana**

The Commissioners opened the public hearing at 9:00 A.M. on the Unsafe Order for 10209 South Wayne Road, Warren, Indiana.

Those present included the Commissioners, DCD Land Use Office Coordinator Marla Stambazze and DCD Director Mandy Woods. The owner of the property, Madonna Campbell, is deceased. No other person with a substantial interest in the real estate was present. Marla presented a report on the property and its condition to the Commissioners. The report also included the timeline and corrective measures for compliance. It was reported that there are four (4) Unsafe Violations and 28 corrective measures required to bring the property into compliance with the Order of Enforcement. The persons with a substantial property interest in the real estate affected have not commenced work in an effort to comply with the Order of Enforcement.

The public hearing was closed at 9:05 A.M.

**IN THE MATTER OF DISCUSSION)**

**Unsafe Order – 10209 South Wayne Road, Warren, Indiana**

Tom Wall made a motion to modify the Order of Enforcement to give the persons with substantial interest in the property until July 23, 2018 at 9:00 a.m. to respond to the Order. If no response has been received within that timeframe, the Commissioners will consider proceeding to demolition. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Amendment to the Huntington County Building Code**

Department of Community Development Director Mandy Woods presented Ordinance 2018-8, which amends the Huntington County Building Code, along with a Notice of Passage of Ordinance 2018-8. Mandy explained what changes were made to the current Building Code.

**IN THE MATTER OF ORDINANCE)**

**Ordinance No. 2018-8 – An Ordinance of Huntington County, Indiana, Regulating the Construction, Reconstruction, Erection, Use, Moving, Occupancy, and Addition to all Buildings and Structures in Huntington County, Indiana; Incorporating by Reference Building Rules, Codes and Standards Required to be Enforced Under IC 36-7-2-9; Providing for the Issuance of Permits; Providing for the Completion of Inspections; Providing for Penalties for Violations; and Repealing all Ordinances and Parts of Ordinances in Conflict Therewith**

Rob Miller made a motion to approve Ordinance No. 2018-8 – An Ordinance of Huntington County, Indiana, Regulating the Construction, Reconstruction, Erection, Use, Moving, Occupancy, and Addition to all Buildings and Structures in Huntington County, Indiana; Incorporating by Reference Building Rules, Codes and Standards Required to be Enforced Under IC 36-7-2-9; Providing for the Issuance of Permits; Providing for the Completion of Inspections; Providing for

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Penalties for Violations; and Repealing all Ordinances and Parts of Ordinances in Conflict Therewith. Larry Buzzard seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Surveyor's Corner Perpetuation Fund**

County Surveyor Jay Poe appeared before the Commissioners to request that current and future funds in the Surveyor's Corner Perpetuation Fund be invested with accrued and accruing interest derived from said funds be deposited in the County Surveyor's Perpetuation Fund.

The County Treasurer may invest funds held by the County in accordance with IC 5-13-9-1(a). The County Treasurer may invest by specific fund, by grouping specific funds; or from total monies on deposit. Investment of the Surveyor's Corner Perpetuation Fund would be allowed through investing from total monies on deposit. (Accounting and Uniform Guidelines, Chapter 1).

IC 5-13-9-6 (a) provides that all interest derived from an investment by a political subdivision shall be deposited, except as otherwise provided in the general fund of the investment authority or in any other fund its governing body designates specifically or by rule.

The Board of Commissioners of Huntington County, hereby designate that the Surveyor's Corner Perpetuation Fund be invested with the County's total monies on deposit and that the interest derived therefrom the Surveyor's Corner Perpetuation monies shall be deposited in the Surveyor's Corner Perpetuation Fund.

**IN THE MATTER OF DISCUSSION)**

**GIS Data Access Request**

At the Commissioners' meeting held June 25, 2018 Justin Wall requested that the Beacon GIS be able to generate a list of property addresses and property owners within a certain designated area. At that time, 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. Dathen appeared before the Commissioners to discuss the current system and its features. After discussion, the Commissioners agreed to keep the system as it currently now stands.

**IN THE MATTER OF AGREEMENT)**

**Geographical Information Systems Sharing Agreement**

GIS Coordinator Dathen Strine presented a Geographical Information Systems Sharing Agreement between the Board of Commissioners of Wells County and the Board of Commissioners of Huntington County for consideration and review. Dathen explained the need to share data with Wells County in an effort to put all county roads on the 911 system.

Tom Wall made a motion to sign the Geographical Information Systems Sharing Agreement between the Board of Commissioners of Wells County and the Board of Commissioners of Huntington County. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Donation of Gas Grill from Onward Manufacturing**

County Councilman Ron Kline appeared before the Commissioners to inform them that Onward Manufacturing is offering to donate a gas grill to the Huntington County Courthouse for use at various Courthouse functions.

Tom Wall made a motion to accept the donation of a gas grill from Onward Manufacturing. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Legal – Update**

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

Bob informed the Commissioners that he has a public access request and that he is handling the matter. Bob has received notice of a class action lawsuit concerning an underpayment of Payment in Lieu of Taxes (PILT). He asked the Commissioners if they would like for him to fill out the information sheet that he received and, if so, do they want him to be the contact person for that information. The Commissioners asked that Bob proceed with the class action lawsuit and they would like for him to be the contact person.

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**IN THE MATTER OF DISCUSSION)**

**Huntington County Public Dispatch – Update on Equipment and Services**

Huntington County Public Dispatch Director Melissa Taylor and CCIS Director Matt Taylor appeared before the Commissioners to discuss the possibility of updating the County's 911 dispatch center's communications equipment and services. They presented a Callstation Solution Budgetary Proposal prepared by Motorola Solutions. They discussed some of the details of the proposal which provided, in part, the cost of the ten year proposal which includes a combination of hardware, software and services. Specifically, Motorola would provide five MCC 7500 Dispatch Console operator positions, a GGM 8000 Site Gateway, an Archiving Interface Server, as well as the implementation and warranty services needed to support them.

County Attorney Bob Garrett questioned the current service agreement with J & K Communications and whether or not it was possible to relinquish that agreement. Melissa and Matt will document the issues that they are having with the current system and will further discuss the possibility of updating the County's 911 dispatch center's communications equipment and services.

**IN THE MATTER OF DISCUSSION)**

**911 Emergency Service – Letter of Authority and Establishment of Agency**

CCIS Director Matt Taylor presented a 911 Emergency Service – Letter of Authority and Establishment of Agency to the Commissioners for their review and consideration. The Indiana Statewide 911 Board has contracted with INdigital to provide 911 services under its statutory authority. The Letter authorizes INdigital to order services and process records associated with 911 services and certain other public safety functions on Huntington County's behalf for the ingress, routing and delivery of wireless 911 calls within the County's emergency services jurisdiction.

Tom Wall made a motion to enter into and sign the 911 Emergency Service – Letter of Authority and Establishment of Agency. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Visitor Request**

An out-of-town visitor appeared before the Commissioners to inquire about watching the maintenance staff wind the clocks in the tower. The Commissioners explained the condition of the stairway and entry leading up to the tower and did not think it was safe to allow people from the public to enter that area. Commissioner Wall offered to give a Courthouse tour to the visitors.

**IN THE MATTER OF DISCUSSION)**

**Courthouse Landscaping**

DCD Land Use Office Coordinator Marla Stambazze came before the Commissioners to discuss landscaping around the Courthouse. She suggested tearing out the overgrown rose bushes and straightening the tree on the Warren Street side of the building. The Commissioners agreed to tear out the rose bushes and to have the maintenance staff straighten the tree and will look at other landscaping options.

**IN THE MATTER OF DISCUSSION)**

**Highway Department – Update**

Highway Superintendent Troy Hostetler appeared before the Commissioners to discuss several items he is working on at the highway department.

Troy said that he has been working with Todd Johnson at INDOT concerning a traffic study that they are proposing to do on State Road 9 and 100 N. After the study is complete, Troy would like for Todd to meet with the Commissioners to discuss the results.

Troy has been working with a property owner to purchase property for the Broadway/State Road 9/600N project and presented the Commissioners with the owner's request for payment. The Commissioners agreed with the request and asked that Troy proceed with the purchase.

**IN THE MATTER OF DISCUSSION)**

**Change Order No. 037 – Contract No.: R-37393**

Highway Superintendent Troy Hostetler presented Construction Change Order No. 037 to Contract No.: R-37393. The change order is for new grass seeding along the steep bank on CR 900 N, Roanoke, Indiana.

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Rob Miller made a motion to approve Change Order No. 037 to Contract No.: R-37393 for new grass seeding along the steep bank on CR 900 N, Roanoke, Indiana. Tom Wall seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Huntington County Audit**

State Board of Accounts Field Examiner Brett Wygant appeared before the Commissioners to present the Entrance Conference for the Audit Period January 1, 2017 to December 31, 2017.

Tom Wall made a motion to execute the document for the Audit Period January 1, 2017 to December 31, 2017. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Vehicle Donation**

The Town of Warren would like to donate a vehicle to the Huntington County Disaster Action Team.

By consensus, the Commissioners accept the donation of a vehicle from the Town of Warren to the Huntington County Disaster Action Team.

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Larry Buzzard

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Rob Miller

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Tom Wall

**BOARD OF COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA**

ATTEST:

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Cindy Yeiter, Auditor