

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA MONDAY, JULY 23, 2018**

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

**IN THE MATTER OF MINUTES)**

**07/09/2018 Minutes**

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

**IN THE MATTER OF CLAIMS)**

**07/23/2018 Claims**

Tom Wall made a motion to approve the claims for 07/23/2018. Rob Miller seconded and motion passed 3-0.

**IN THE MATTER OF PAYROLL)**

**07/20/2018 - Payroll**

Tom Wall made a motion to approve the payroll docket for 07/20/2018. Rob Miller seconded and motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Roadway Complaint**

A property owner that lives on 1100 North in Huntington County appeared before the Commissioners to voice his concern about the condition of CR 1100 North, east of Roanoke. The Commissioners said that they believe that it is a temporary fix and that the county road would be repaired once AEP was done traveling back and forth on the road for the work that they are currently doing in that area.

**IN THE MATTER OF APPOINTMENTS)**

**Annual Appointment – Tourism Commission**

Carl Knowles appeared before the Commissioners to submit his application to the Tourism Commission. Carl spoke about his willingness to serve on the board and what qualifications that he has that would benefit the commission.

Tom Wall made a motion to appoint Carl Knowles to the Tourism Commission, term to expire 12/31/2019. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Mayors and Commissioners Caucus of Northeast Indiana**

Tom Wall made a motion to pay an invoice in the sum of \$1,500.00 for the Mayors and Commissioners Caucus of Northeast Indiana from LIT Economic Development Funds Project 1. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Commissioners' – Correspondence**

The Commissioners received a Notice of Claim for alleged damage done to a 12 Pair Frontier Cable in the area of 9384 North – 100 East, Roanoke, Indiana. The Commissioners will discuss this with the highway department and insurance company to review and investigate.

Indiana Department of Environmental Management sent a letter concerning the approval of the perimeter drain plan and landfill dewatering plan at the closed Huntington County Landfill. Commissioner Buzzard indicated that he would discuss the outcome of this letter with Glen Howard from SES Environmental.

**IN THE MATTER OF REPORT)**

**County Clerk's Report**

County Clerk Kittie Keiffer submitted the monthly County Clerk's Report for the month of June, 2018.

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**IN THE MATTER OF REPORT)**

**County Treasurer's Report**

County Treasurer Paula Farley submitted the monthly County Treasurer's Report for the month of June, 2018.

**IN THE MATTER OF INVESTMENTS)**

**June - Cumulative Courthouse Investment and Courthouse Improvement Bond Investment**

The Commissioners discussed the renewal of the monthly Cumulative Courthouse Investment and the Courthouse Improvement Bond Investment. They discussed the current budget status for the funds.

Tom Wall made a motion to reinvest \$450,000.00 from the Cumulative Courthouse fund for another thirty (30) days. Rob Miller seconded and the motion passed 3-0.

Tom Wall made a motion to move \$300,000.00 back into the Courthouse Improvement Bond fund and to reinvest \$700,000.00 from the Courthouse Improvement Bond Investment for another thirty (30) days. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Concrete Sidewalk Repair – Annex Building**

Tom Wall made a motion to pay the invoice from Burnau Construction in the sum of \$1,452.00 for the tear out, new concrete, stone and labor for the sidewalk at the front entrance at the Annex building, to be paid from the Cumulative Courthouse fund. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

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

Department of Community Development Director Mandy Woods appeared before the Commissioners to update them on the current condition of the unsafe property at 10209 South Wayne Road, Warren, Indiana. The parties with substantial interest in the real estate failed to appear. The structure on the property is deemed to be unsafe. The real estate is determined to have a negative effect on property values and the quality of life of the surrounding area.

Tom Wall made a motion to proceed with the demolition order and to procure demolition bids for the Commissioners' meeting to be held August 20, 2018. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Elevatus Architecture**

Cory Dietz, Mike Gouloff and Doug Dukes from Elevatus Architecture appeared before the Commissioners to introduce themselves and to discuss the services that their architecture firm offers. Their experience ranges from academic buildings to municipal centers, along with learning environments, justice buildings and government buildings. They have designed more than 100 jails throughout the country and spoke about the specific services and details of what their company offers.

**IN THE MATTER OF DISCUSSION)**

**Change Order No. 038 – Contract No.: R-37393**

Highway Superintendent Troy Hostetler presented Construction Change Order No. 038 to Contract No.: R-37393. The change order is for guardrail repairs at the corner of U.S. Highway 24 and CR 900 N, Roanoke, Indiana.

Tom Wall made a motion to approve Change Order No. 038 to Contract No.: R-37393 for guardrail repairs at the corner of U.S. Highway 24 and CR 900 N, Roanoke, Indiana. Rob Miller seconded and the motion passed 3-0.

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**IN THE MATTER OF ORDINANCE)**

**Ordinance No. 2018-9 - An Ordinance Establishing Speed Limit Sign**

Highway Superintendent Troy Hostetler presented an Ordinance for the speed limit on CR 300 N. The ordinance establishes the maximum speed limit on CR 300 N to be 40 m.p.h., 750 feet East of Broadway and 2,640 feet East of CR 200 E.

Rob Miller made a motion to approve Ordinance No. 2018-9 - An Ordinance Establishing Speed Limit Sign. Tom Wall seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Highway Department – Update**

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

Troy has spoken with Todd Johnson at INDOT concerning the traffic study that INDOT will be doing on State Road 9 and 100 N. After the study is complete, Todd will meet with the Commissioners to discuss the results.

Troy has been working with four property owners in an effort to purchase property for the Broadway/State Road 9/600 N project. Troy has acquired three properties but is still in need of one other property for the project to proceed. The property in question is in the name of two deceased property owners. The Commissioners asked that County Attorney Bob Garrett prepare a letter directed to the heir(s) of that property to inquire about the purchase.

The highway department received a fuel tax check and Troy questioned what the Commissioners wanted him to do with those funds. The Commissioners indicated that Troy should put the money into the fund that maintains the gas pumping system and equipment at the highway department.

The Commissioners asked Troy to talk to the property owner that was in earlier today concerning the condition of CR 1100 North, east of Roanoke. They asked that Troy inform him about what repairs would be made once AEP was done traveling back and forth on the road for the work that they are currently doing in that area.

**IN THE MATTER OF DISCUSSION)**

**Human Resource – Update**

Human Resource Director Erika Devine appeared before the Commissioners to update them on several items that she is currently working on.

Erika informed the Commissioners that the public health nurse has resigned her position. Erika spoke about the possibility of an on-call nurse to work in the interim until a nurse could be hired for that position.

Erika presented an updated Schedule of Benefits to the health insurance plan and indicated that the only difference relates to the Prescription Drug Card Benefit.

Erika informed the Commissioners that she had a meeting with Gallagher, Group Administrators and Parkview to discuss paying stop loss claims within a 30 day timeframe in order to receive a prompt pay discount. Also discussed at the meeting was the issue with claims being incorrectly processed under the EPO network.

Erika presented information concerning an online webinar that she believes is beneficial to the human resource department, department heads and office managers throughout the Courthouse. The fee for the webinar would include online access for six months. The Commissioners told Erika to proceed with registering for the webinar.

Erika indicated that an employee that has been re-hired to work at the Courthouse after an 18 month absence has asked whether or not her wellness incentive discount could be reinstated. The Commissioners said that they did not believe she qualified for the discount per the handbook policy.

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Erika discussed the contract that the Sheriff's office, Jail and Dispatch has with Rose Pest Solutions. She indicated that the company is not able to spray the jail blocks while inmates are in the area due to the chemicals that they are using.

**IN THE MATTER OF DISCUSSION)**

**Request for Proposals – Property/Casualty Insurance**

Ryan Free from Insurance Audit & Inspection Co., Inc. has inquired about whether or not the Commissioners would like to advertise a Request for Proposals for the bidding of the Property/Casualty Insurance for Huntington County in a local newspaper. Ryan indicated that the running of a public advertisement promotes transparency and informs potential interested parties of the bidding process. The Commissioners asked that Ryan move forward with the advertisement.

**IN THE MATTER OF DISCUSSION)**

**Utility Incentives**

James Horton, Project Engineer with Ameresco, submitted a Smart Saver Business Lighting Application for review, along with informing the Commissioners of the HVAC incentive that was previously approved. James will submit a fully completed application to the Commissioners for signature as soon as he has received final invoices from subcontractors on the project.

Tom Wall made a motion to sign the Smart Saver Business Lighting Application as soon as it is fully complete. 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.

**IN THE MATTER OF DISCUSSION)**

**A&G Environmental Solutions, LLC**

Facilities Manager Greg Ricker presented a proposal from A&G Environmental Solutions, LLC for work on the north side of the Courthouse. A&G will furnish all supplies, equipment and labor to install mesh netting over the clock and sculpture work to be anchored down with steel anchors, along with installing low frequency ultrasonic bird deterrent system and approximately 160 feet of spikes to select areas of the edging and water tables to detour the birds from roosting on them. The proposal submitted is for \$6,845.00, not to exceed \$8,450.00.

Rob Miller made a motion to enter into and sign the proposal from A&G Environmental Solutions, LLC for work on the north side of the Courthouse. Tom Wall 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 has been working on for the County.

Bob has been corresponding with Jonathan Anderson of Anderson Partners, LLC, and developer of the UB Block Project. He suggested that Jonathan speak directly with the Commissioners concerning the progress and any future needs that he may have with the project. Jonathan will be attending the next Commissioners' meeting to discuss the project and to give the Commissioners a tour of the facility.

**IN THE MATTER OF AGREEMENT)**

**Addendum No. 6 to the Inmate Telephone Services Agreement**

Network Administrator Joakim Abrahamsson presented Addendum No. 6 to the Inmate Telephone Services Agreement between Inmate Calling Solutions, LLC d/b/a ICSolutions and Huntington County.

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Tom Wall made a motion to enter into and sign Addendum No. 6 to the Inmate Telephone Services Agreement between Inmate Calling Solutions, LLC d/b/a ICSolutions and Huntington County. Rob Miller seconded and the motion passed 3-0.

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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