

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS
HUNTINGTON COUNTY, INDIANA, MONDAY JANUARY 7, 2019**

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

IN THE MATTER OF MINUTES)

12/28/2018 Minutes

Rob Miller made a motion to approve the minutes for 12/28/2018. Tom Wall seconded and the motion passed 3-0.

IN THE MATTER OF CLAIMS)

01/07/2019 Claims

Tom Wall made a motion to approve the claims for 01/07/2019. Rob Miller seconded and motion passed 3-0.

IN THE MATTER OF PAYROLL)

01/04/2019 – Payroll

Tom Wall made a motion to approve the payroll docket for 01/04/2019. Rob Miller seconded and motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Commissioners' Certificate Sale

Joe Edwards, Vice President of SRI Services, appeared before the Commissioners to discuss the Commissioners Certificate Sale for 2019. He gave a packet of information, including a resolution, and submitted a list of the properties being sold. Joe reviewed the process with the Commissioners regarding how to hold the Certificate Sale and informed the Commissioners that the earliest date to hold the sale would be March 27, 2019.

Tom Wall asked that the properties for sale be listed on the Beacon GIS site for Huntington County.

IN THE MATTER OF RESOLUTION)

Resolution 2019-1 – A Resolution Establishing the Intent to Conduct a Commissioners' Sale to Sell Tax Sale Certificates for Properties that are Delinquent in Payment of Property Taxes

Tom Wall made a motion to approve Resolution 2019-1, A Resolution Establishing the Intent to Conduct a Commissioners' Sale to Sell Tax Sale Certificates for Properties that are Severely Delinquent in Payment of Property Taxes. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF AGREEMENT)

Commissioners' Live Certificate Sale Services Addendum to the SRI Master Services Agreement

Rob Miller made a motion to enter into and sign the Commissioners' Live Certificate Sale Services Addendum to the SRI Master Services Agreement between the Huntington County Board of Commissioners and SRI, Incorporated. Tom Wall seconded and the motion passed 3-0.

IN THE MATTER OF ORDINANCE)

Ordinance 2019-2 – An Ordinance Establishing Stop Signs and Traffic Regulations

Tom Wall made a motion to approve Ordinance 2019-2, An Ordinance Establishing Stop Signs and Traffic Regulations. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF AGREEMENT)

Supplemental Agreement No. 1 – Project No. 603700.0000

Tom Wall made a motion to sign Supplemental Agreement No. 1 between the Huntington County Board of Commissioners and Butler, Fairman and Seufert, Inc. for services required for development of Contract Plans for the construction of West CR 200 North Resurfacing, Stone Path, and Culvert Replacements, BFS Project No. 603700.0000. Rob Miller seconded and the motion passed 3-0.

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IN THE MATTER OF DISCUSSION)

Highway Department – Update

Highway Superintendent Troy Hostetler updated the Commissioners on several items that he is working on for the County Highway Department.

Troy informed the Commissioners that a utility cable company has been doing work on Salamonie Avenue without a permit. Per the guidelines of applying for a permit, “Failure to pay the Application Fee and acquire a permit before starting construction within the Huntington County road right-of-way may result in a \$1,000.00 fine”. By consensus, the Commissioners told Troy to inform the utility cable company of the fine.

Troy has been contacted by HARTA Marketing Coordinator Jodi Coblenz concerning what amount of work the County highway department would be able to donate toward the construction of the recreational trail that runs behind the Historic Forks of the Wabash historic museum up to and under the Rangeline Road bridge. The Commissioners said that they would leave it up to Troy’s discretion to do the amount of work that he has the time and resources to donate toward the project.

IN THE MATTER OF DISCUSSION)

Huntington County Clerk’s Office – Update

County Clerk Shelley Malone Septer appeared before the Commissioners to discuss several items that she is working in the Clerk’s office.

Shelley informed the Commissioners that the Clerk’s office is now charging \$.25 per copy given to the public. Shelley said that there is a new statute that allows her to charge up to \$1.00 per copy and asked if she could begin charging that amount. The Commissioners asked that County Attorney Bob Garrett review that statute and inform them if the raise in copy costs would be appropriate.

Shelley said that the Clerk’s office currently has the ability to take credit card payments online only. She indicated that she would like to be able to take credit card payments in the office also and she has contacted her current credit card company to see if that option is available.

Shelley informed the Commissioners that the Clerk’s office is in need of more office space. She said that the shredder machine that was currently in the basement was temporarily put in the Clerk’s back office space until the construction in the basement was complete. Shelley asked if the shredder machine could be moved back to the basement in an effort to free up more space in that office. The Commissioners said that they would let the maintenance staff know that the shredder should be moved back to the basement. She also informed the Commissioners that she was aware of open office space on the third floor and questioned whether she could also use that space. The Commissioners said that they would have to go to the third floor and look at the space before making a decision.

IN THE MATTER OF DISCUSSION)

Credit Card Request

Administrative Assistant to the Commissioners Jodi PeGan presented to the Commissioners a Credit Card User Agreement to be signed allowing newly elected Auditor Jill Landrum to obtain a county credit card.

Rob Miller made a motion to sign the Credit Card User Agreement. Tom Wall seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Credit Card Request

Administrative Assistant to the Commissioners Jodi PeGan presented to the Commissioners a Credit Card User Agreement to be signed allowing newly elected Clerk Shelley Malone Septer to obtain a county credit card.

Rob Miller made a motion to sign the Credit Card User Agreement. Tom Wall seconded and the motion passed 3-0.

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IN THE MATTER OF DISCUSSION)

Sheriff's Department – Duplicate License Plate

The Sheriff's Department presented a form to apply for a duplicate license plate for a Sheriff's vehicle. The plate was damaged and needs to be replaced.

Tom Wall made a motion to sign the application for a duplicate license plate for a Sheriff's vehicle. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Encumbrances

Administrative Assistant to the Commissioners Jodi PeGan presented an amendment to the proposed 2018 Encumbrance Worksheet. This amendment adds an amount to be encumbered for the Cumulative Courthouse fund that was approved in 2018, but has not yet been fully paid.

Tom Wall made a motion to approve the amended Encumbrances for 2018. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Commissioners' – Correspondence

Administrative Assistant to the Commissioners Jodi PeGan presented several items of correspondence to the Commissioners.

Jodi presented a Quietus in the sum of \$2,308.00 that indicates a payment made from Ameresco to the Cumulative Courthouse fund for a refund of repairs done to the lens in the rotunda.

Jodi presented an Application for Permit that the Highway Department received from Frontier Communications. The Commissioners requested that Highway Superintendent Troy Hostetler contact a representative from Frontier Communications to come to the next Commissioners' meeting to discuss the permit.

IN THE MATTER OF DISCUSSION)

LIT – Distributions

Rob Miller made a motion to approve the LIT distribution to Region IIIA in the sum of \$12,445.00 to be paid from LIT Economic Development Funds Project 1. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to approve the LIT distribution to Lime City Economic Committee of \$30.00 to be paid from LIT Economic Development Funds Project 4. Tom Wall seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Reorganizational Meeting

Rob Miller made a motion to appoint Larry Buzzard as President of the Commissioners for 2019. Tom Wall seconded and the motion passed 3-0.

Tom Wall made a motion to appoint Rob Miller as Vice-President of the Commissioners for 2019. Larry Buzzard seconded and the motion passed 3-0.

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

LIT Advisory Board: Larry Buzzard

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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: Tom Wall
Job Classification Committee: Larry Buzzard
EMS Advisory Committee at Parkview Huntington Hospital: Rob Miller
EMS Dispatch: Rob Miller
Upper Wabash River Basin: Larry Buzzard

Tom Wall made a motion to approve the committee split as noted above. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF CONTRACTS)

Annual Contracts

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

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

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

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

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

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

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

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

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

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

Rob Miller made a motion to approve the Contract with Robert Garrett as County Attorney. Tom Wall seconded and the motion passed 3-0.

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 12/31/2019. Tom Wall seconded and the motion passed 3-0.

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Rob Miller made a motion to appoint Tim Young to the Board of Electrical Examiners, term to expire 12/31/2019. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Suzanne Whitted to PTABOA, term to expire 12/31/2019. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Robert Morton to PTABOA, term to expire 12/31/2019. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Robert Schlicht to the Dawn Lakes Regional Sewer District, term to expire 12/31/2021. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Jill Cutshall to the Dawn Lakes Regional Sewer District, term to expire 12/31/2021. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Bruce Stanton to the Rural Huntington Regional Water & Sewer District, term to expire 12/31/2022. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Alan Pflieger to the Rural Huntington Regional Water & Sewer District, term to expire 12/31/2022. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Jeff Shoup to the Norwood Regional Water & Sewer District, term to expire 12/31/2022. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint James Michel to the Drainage Board, term to expire 12/31/2021. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint James Warpup to the Drainage Board, term to expire 12/31/2021. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint James Wright 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 Paul Roth to the Huntington County Health Board, term to expire 12/31/2022. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Matt Pflieger to the Huntington County Health Board, term to expire 12/31/2022. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Monte Davis to the Huntington County Health Board, term to expire 12/31/2022. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Janelle Pflieger to the Huntington County Health Board, term to expire 12/31/2019. 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 12/31/2019. Tom Wall seconded and the motion passed 3-0.

Rob Miller made a motion to appoint Joseph Cassidy to the Roanoke Plan Commission, term to expire 1/2/2020. 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 that he is working on for the County.

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IN THE MATTER OF DISCUSSION)

Paid Time Off

Human Resource Director Stefanie Rogers had a discussion with the Commissioners regarding policy verification concerning the Paid Time Off policy and the Paid Time Off bank.

Larry Buzzard

Rob Miller

Tom Wall

BOARD OF COMMISSIONERS
HUNTINGTON COUNTY, INDIANA

ATTEST:

Jill M. Landrum, Auditor