

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS
HUNTINGTON COUNTY, INDIANA, MONDAY JANUARY 22, 2019**

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

IN THE MATTER OF MINUTES)

01/07/2019 Minutes

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

IN THE MATTER OF CLAIMS)

01/22/2019 Claims

Rob Miller made a motion to approve the claims for 01/22/2019. Tom Wall seconded and motion passed 3-0.

IN THE MATTER OF PAYROLL)

01/18/2019 – Payroll

Rob Miller made a motion to approve the payroll docket for 01/18/2019. Tom seconded and motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Health Department – Request for Trade-In/Purchase of New Vehicle

Huntington County Health Department Environmental Foods Specialist Tami Hurlburt appeared before the Commissioners to discuss the possibility of trading in the department's current car for a different vehicle. Tami indicated that she has money in her budget to cover the costs of a new vehicle. She has spoken with Crain Ford in Warren, Indiana concerning the trade-in/purchase of a newer vehicle. The Commissioners asked that Tami wait until they had an opportunity to speak to a representative from Enterprise Fleet Management concerning the possibility of leasing a vehicle.

IN THE MATTER OF REPORT)

Huntington Area Transportation Quarterly Report

Huntington County Council on Aging Director Holly Saunders appeared before the Commissioners to submit the fourth quarter, 2018 Huntington Area Transportation report.

Rob Miller made a motion to accept and sign the fourth quarter, 2018 Huntington Area Transportation report. Tom Wall seconded and the motion passed 3-0.

IN THE MATTER OF CONTRACT)

Huntington County Local Emergency Planning Committee – Contract for Full Scale Exercise

Huntington County Emergency Management Agency Director Robert Jeffers appeared before the Commissioners to present a Contract for a Hazardous Materials Table Top Exercise between Brookfield Group, LLC, "Contractor", and Huntington County Local Emergency Planning Committee, "LEPC". The Contractor will provide a Table Top Training Exercise for Huntington County Emergency Responders and the LEPC/EMA that is compliant with the Indiana Emergency Response Commission for County LEPCs. The exercise parameters are based on the Huntington County LEPC Hazardous Materials Emergency Response Plan and the Huntington County Comprehensive Emergency Management Plan (CEMP). The contract price is \$2,500.00. Bob indicated that this contract will be paid for with grant funds.

Tom Wall made a motion to accept and enter into the Contract for Hazardous Materials Table Top Exercise between Brookfield Group, LLC, "Contractor", and Huntington County Local Emergency Planning Committee, "LEPC". Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Board of Finance

The Board of Finance opened the annual meeting with Larry Buzzard, Rob Miller, Tom Wall, County Attorney Bob Garrett, and County Treasurer Paula Farley present at 10:00 a.m.

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First order of business was to elect the officers for the Board of Finance for the year. Tom Wall made a motion to elect Larry Buzzard as President and Paula Farley as Secretary. Rob Miller seconded and the motion passed 4-0.

County Treasurer Paula Farley submitted a report on the funds invested, interest paid during 2018 and the overall investment policy. Paula also submitted a report regarding all the banks which hold funds for the County. She discussed the breakdown of funds, where the money earned is deposited and when the interest is earned.

Rob Miller made a motion to accept the reports as presented. Tom Wall seconded and the motion passed 4-0.

County Treasurer Paula Farley presented to the Commissioners a list of outstanding warrants and requested that these two year old warrants be cancelled.

Tom Wall made a motion to cancel these outstanding checks and to put the money back into the funds that they came out of. Rob Miller seconded and the motion passed 4-0.

The Board of Finance closed the annual meeting at 10:10 a.m.

IN THE MATTER OF AGREEMENT)

Huntington County Treasurer – Agreement with The Master’s Touch, LLC

Huntington County Treasurer Paula Farley requested the Commissioners to execute an Agreement with The Master’s Touch, LLC as Huntington County’s tax bill print vendor for 2019 at a cost of \$2,534.00.

Tom Wall made a motion to sign the Agreement with The Master’s Touch, LLC. Rob Miller seconded and the motion passed 3-0.

IN MATTER OF DISCUSSION)

Huntington County Treasurer – Credit Card Vendor

Huntington County Treasurer Paula Farley discussed with the Commissioners the fact that she would like to switch credit card vendors. Paula indicated that she would like to go with Forte Payment Systems. Paula discussed the differences between her current vendor and what Forte has to offer and believes that they would be a better company for her office.

Tom Wall made a motion to allow Huntington County Treasurer Paula Farley to switch her credit card company to Forte Payment Solutions, pending review of the contract by County Attorney Bob Garrett. Rob Miller seconded and the motion passed 3-0.

IN THE MATTER OF RESOLUTION)

Resolution 2019-3 – Assignment of Tax Liens Against Certain Properties to a Political Subdivision

Attorney Adrian Halverstadt appeared before the Commissioners to present and discuss a Resolution regarding the Assignment of Tax Liens to the Town of Markle, Indiana. The County desires to assign to the Town of Markle three (3) parcels: 480 N. Clark Street, Markle; Vacant lot on N. Clark Street, Markle; and, 145 E. Morse Street, Markle.

Rob Miller made a motion of accept Resolution 2019-3 as presented. Tom Wall seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Frontier Communications – Update on Applications for Permit

Several representatives from Frontier Communications and Highway Superintendent Troy Hostetler appeared before the Commissioners to discuss the current utility permitting process and the right-of-way acquired when the permit is approved. The Commissioners voiced their concerns regarding the amount of claims that the highway department is getting for damages done to Frontier equipment which may or may not have been caused by the highway department. The Commissioners suggested that Frontier contact the highway department to discuss any damage prior to sending a formal claim.

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IN THE MATTER OF DISCUSSION)

Courthouse Maintenance – Update

Facilities Manager Greg Ricker gave an update on the damage in the men's fourth floor bathroom. Greg is working with Midwest Maintenance to arrange a date for them to come and make the necessary repairs.

IN THE MATTER OF DISCUSSION)

Summit Painting Company, Inc. – Invoice

Summit Painting Company, Inc. submitted an invoice for \$1,810.00 for work completed in the jury room, hallway and jurors' men's and women's restrooms.

Rob Miller made a motion to pay the invoice from Summit Painting Company, Inc. in the sum of \$1,810.00 for work completed in the jury room, hallway and jurors' men's and women's restrooms to be paid out of the Cumulative Courthouse fund. Tom Wall seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Juergen's Do It Center – Estimate for Blinds

Juergen's Do It Center submitted an estimate for blinds in the law library and jurors' room on the 3rd Floor. Per the estimate from Juergen's, the cost for a total of three cellular shades in the law library would be two blinds at \$329.00 each and one blind at \$189.00; the cost for the wood blind in the juror's room would be \$599.00. The total cost includes materials and installation.

Rob Miller made a motion to accept the estimate from Juergen's Do It Center and to proceed with ordering the blinds for the law library and jurors' room to be paid out of the Cumulative Courthouse fund. Tom Wall seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Huntington County Jail – Geotechnical Investigation and Phase I Environmental Study

Project Manager Scott Carnegie from DLZ presented a request to proceed with a Geotechnical Investigation and Phase I Environmental Study for the Huntington County Jail proposed site. The Geotechnical Investigation is required to determine soil conditions in and around the jail and the Phase I Environmental Study should be conducted on the proposed site.

Rob Miller made a motion to allow Project Manager Scott Carnegie from DLZ to proceed with the Geotechnical Investigation and Phase I Environmental Study for the Huntington County Jail proposed site. Tom Wall seconded and the motion passed 3-0.

IN THE MATTER OF DISCUSSION)

Huntington County Jail – Recreation Enclosure

Sheriff Chris Newton requested that the Commissioners approve his request to install sound dampening materials for the Huntington County Jail enclosed recreation area. The Commissioners asked County Attorney Bob Garrett if this cost could be paid out of the Cumulative Courthouse fund. Attorney Garrett said that he believed that it would be allowed to be paid out of that fund. The Commissioners will ask Sheriff Newton to get an estimate for the installation and to present it to them as soon as he receives it.

IN THE MATTER OF DISCUSSION)

Change Order No. 039 – Contract No.: R-37393

Highway Superintendent Troy Hostetler presented Construction Change Order No. 039 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.

Rob Miller made a motion to approve Change Order No. 039 to Contract No.: R-37393 for guardrail repairs at the corner of U.S. Highway 24 and CR 900 N, Roanoke, Indiana. Tom Wall seconded and the motion passed 3-0.

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IN THE MATTER OF DISCUSSION)

Change Order No. 040 – Contract No.: R-37393

Highway Superintendent Troy Hostetler presented Construction Change Order No. 040 to Contract No.: R-37393. The change order is for asphalt pavement temporary and permanent repair/maintenance of traffic safety improvement along CR 900 N, Roanoke, Indiana.

Rob Miller made a motion to approve Change Order No. 040 to Contract No.: R-37393 for asphalt pavement temporary and permanent repair/maintenance of traffic safety improvement along CR 900 N, Roanoke, Indiana. Tom Wall seconded and the motion passed 3-0.

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 contacted 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.

IN THE MATTER OF DISCUSSION)

Project – Updates

Ben Beer from USI Consultants updated the Commissioners on several items that he is working on for the County.

IN THE MATTER OF REPORT)

County Clerk’s Report

County Clerk Shelley Septer submitted the monthly County Clerk’s Report for the month of December, 2018.

IN THE MATTER OF REPORT)

County Treasurer’s Report

County Treasurer Paula Farley submitted the monthly County Treasurer’s Report for the month of December, 2018.

IN THE MATTER OF DISCUSSION)

2018 Huntington County Employees Wages

Administrative Assistant to the Commissioners Jodi PeGan submitted to the Commissioners the 2018 Huntington County Employees Wages, as prepared by the Auditor’s office, to be advertised. By consensus, the Commissioners agreed to advertise the wages report as presented.

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 Circuit Court Judge Davin Smith to obtain a county credit card.

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

IN THE MATTER OF DISCUSSION)

The Schneider Corporation – Web Hosting for 2019

The Schneider Corporation submitted an invoice in the sum of \$6,700.00 for Web Hosting for 2019.

Rob Miller made a motion to pay The Schneider Corporation the sum of \$6,700.00 for Web Hosting for 2019 from LIT fund 1112-9999-5000.04. Tom Wall seconded and the motion passed 3-0.

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IN THE MATTER OF AGREEMENT)

Data Sharing Agreement

Dathen Strine, GIS Coordinator, submitted to the Commissioners for their review and signature a Data Sharing Agreement between Kenneth J. Hughes, Noble County Plan Director and Huntington County.

Rob Miller made a motion to enter into and sign the Data Sharing Agreement between Kenneth J. Hughes, Noble County Plan Director and Huntington County. Tom Wall seconded and the motion passed 3-0.

IN THE MATTER OF PERMIT)

Frontier – 6306 W – 800 N, Huntington County

Rob Miller made a motion to approve the Frontier Application for Permit for 6306 W – 800 N, Huntington County, Indiana. Larry Buzzard seconded and the motion passed 2-1, with Tom Wall voting against.

IN THE MATTER OF DISCUSSION)

Huntington County Tourism Board

Administrative Assistant to the Commissioners Jodi PeGan presented to the Commissioners a Board Appointment Application she received for the Huntington County Tourism Board. The Commissioners asked Jodi to contact Jessica Grossman, Executive Director of the Huntington County Visitor's Bureau, and ask that she come to the next Commissioners' meeting to discuss the appointment and to update the Commissioners on the Visitor's Bureau.

IN THE MATTER OF DISCUSSION)

Commissioners –Correspondence

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

The Commissioners received notification of the 2018 3rd quarter reimbursement amount of \$14,789.05 for the County Title IVD Indirect Costs. The remitted amount is being directed to the County General Fund and is unrestricted in its use.

The Commissioners received from SRI the Huntington County Commissioners' Certificate of Sale Calendar. The calendar sets forth the steps being completed leading up to the tax sale day set for March 27, 2019 at 10:00 a.m.

Larry Buzzard

Rob Miller

Tom Wall

**BOARD OF COMMISSIONERS
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ATTEST:

Jill M. Landrum, Auditor