

**REGULAR SESSION OF THE BOARD OF COUNTY COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA, MONDAY, MARCH 2, 2020**

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

**IN THE MATTER OF MINUTES)**

**02/17/2020 Minutes**

Rob Miller made a motion to approve the minutes for 02/17/2020. Larry Buzzard seconded and the motion passed 3-0.

**IN THE MATTER OF CLAIMS)**

**03/02/2020 Claims**

Larry Buzzard made a motion to approve the claims for 03/02/2020. Larry Buzzard seconded and motion passed 3-0.

**IN THE MATTER OF PAYROLL)**

**02/28/2020 – Payroll and Longevity Payroll**

Larry Buzzard made a motion to approve the payroll docket for 02/28/2020 and the longevity payroll docket for 02/28/2020. Rob Miller seconded and motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Stellar Communities**

Mayor Richard Strick appeared before the Commissioners to discuss the Stellar Communities Program and provided a handout that detailed the fact that the program works with communities to develop their strategic community investment plans, promote local and regional partnerships and implement comprehensive solutions to challenges facing Indiana's rural communities. The program requires a minimum of two or more communities to collaborate to create a self-created region. Mayor Strick would like the towns in Huntington County to partner with the City of Huntington to move forward with the application process.

By consensus, the Commissioners agreed to move forward with the towns in Huntington County partnering with the City of Huntington to move forward with the Stellar Communities application process.

**IN THE MATTER OF DISCUSSION)**

**Update on Unsafe Order – 2135 East Taylor Street, Huntington, Indiana**

Department of Community Development Land Use Office Coordinator Marla Stambazze appeared before the Commissioners to update them on the property at 2135 East Taylor Street, Huntington, Indiana. She reported that Mark McDaniel and Mollie McDaniel-Mowery, acting on behalf of the owner of the property Bruce McDaniel, have been and are continuing to clean up and rehabilitate the property in an effort to comply with the Order of Enforcement.

Larry Buzzard made a motion to allow the owner of the property, Bruce McDaniel, represented by Mark McDaniel and Mollie McDaniel-Mowery, until September 14, 2020 at 9:00 a.m. to fully comply with the Order of Enforcement. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Update on Unsafe Order – 4143 South Warren Road, Huntington, Indiana**

Department of Community Development Land Use Office Coordinator Marla Stambazze appeared before the Commissioners to update them on the property at 4143 South Warren Road, Huntington, Indiana. She reported that she has been in contact with the owners of the property, Larry Johnson and Judy Johnson, and they have commenced work on the premises in an effort to comply with the Order of Enforcement.

Rob Miller made a motion to give the owners of the property, Larry Johnson and Judy Johnson, until March 30, 2020 at 9:00 a.m. to fully comply with the Order of Enforcement, and orders that demolition proposal bids on the property be submitted on that date. Larry Buzzard seconded and the motion passed 3-0.

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**IN THE MATTER OF DISCUSSION)**

**Northeast Indiana Regional Partnership**

John Sampson, President and CEO of Northeast Indiana Regional Partnership (NEIRP) appeared before the Commissioners to provide them with a package that details NEIRP's 2019 year end accomplishments and top achievements over the last five years. John discussed the various ways that NEIRP has provided marketing and economic development services to Huntington County and they would like to continue providing those services.

**IN THE MATTER OF CONTRACT)**

**Contract for Professional Economic Development Services**

Rob Miller made a motion to enter into and sign the Contract for Professional Economic Development Services between Huntington County and the Northeast Indiana Regional Partnership, Inc. Larry Buzzard seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Huntington County Economic Development – 2019 Annual Report**

Huntington County Economic Development Executive Director Mark Wickersham presented the Huntington County Economic Development – 2019 Annual Report, which highlighted 2019 client projects and the economic impact of those projects.

**IN THE MATTER OF RESOLUTION)**

**Resolution 2020-3 – Resolution in Support of Human Life**

Larry Buzzard made a motion to adopt Resolution 2020-3, A Resolution in Support of Human Life. Rob Miller seconded and the motion passed 3-0.

The Commissioners adjourned at 10:15 a.m.

The Commissioners reconvened at 10:30 a.m.

**IN THE MATTER OF RESOLUTION)**

**Resolution 2020-04 – Resolution of the Board of Commissioners of Huntington County, Indiana Accepting Appraisals and Approving the Sale of Real Property**

Larry Buzzard made a motion to adopt Resolution 2020-04 – Resolution of the Board of Commissioners of Huntington County, Indiana Accepting Appraisals and Approving the Sale of Real Property. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Huntington County Courthouse Employee Emergency Action Plan**

Emergency Management Agency Director Bob Jeffers appeared before the Commissioners to present the proposed Huntington County Courthouse Employee Emergency Action Plan. Bob discussed the details of the plan and indicated that the plan will be available in each county office and the department heads will be responsible for answering any questions concerning the plan.

Larry Buzzard made a motion to enter into and sign the Huntington County Courthouse Employee Emergency Action Plan. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Huntington County Surveyor – Section Corners**

Huntington County Surveyor Jay Poe appeared before the Commissioners to discuss sections corners throughout the County. Jay indicated that all wood posts and those buried in the roadways must be replaced with concrete posts. Jay

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informed the Commissioners that he has the funds necessary to begin the process of replacing the posts. Jay will contact two contractors to begin the process.

**IN THE MATTER OF DISCUSSION)**

**Huntington County Clerk – Request for Out of State Travel**

Huntington County Clerk Shelley Septer appeared before the Commissioners requesting permission for out of State travel to attend the 2020 Annual Eastern Regional Interstate Conference and Exposition. The conference will be in Savannah, Georgia from May 17 – May 21, 2020.

Rob Miller made a motion to allow out of State travel for Huntington County Clerk Shelley Septer to attend the 2020 Annual Eastern Regional Interstate Conference and Exposition in Savannah, Georgia from May 17 – May 21, 2020. Larry Buzzard seconded and the motion passed 3-0.

**IN THE MATTER OF AGREEMENT)**

**Huntington County Community Corrections – Memorandum of Understanding and Schedule C – Scram Continuous Alcohol Monitoring (CAM) Product & Services Agreement**

Huntington County Community Corrections Director Leslie Rentschler presented a Memorandum of Understanding and Schedule C – Scram Continuous Alcohol Monitoring (CAM) Product & Services Agreement between Total Court Services (TCS) and Huntington County Probation for the Commissioners' review and consideration.

Rob Miller made a motion to enter into and sign the Memorandum of Understanding and Schedule C – Scram Continuous Alcohol Monitoring (CAM) Product & Services Agreement between Total Court Services (TCS) and Huntington County Probation. Larry Buzzard seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Auditor's Office – Payroll System**

Huntington County Auditor Jill Landrum appeared before the Commissioners to discuss a new payroll financial system. Jill discussed the features that the new system has and how it would benefit the County. Jill discussed the yearly cost involved with the new system and asked for the Commissioners' support with those costs.

By consensus, the Commissioners agreed with Huntington County Auditor Jill Landrum moving forward with a new payroll financial system and agrees to commit \$5,000.00 in both 2020 and 2021 toward the cost of the system.

**IN THE MATTER OF DISCUSSION)**

**Health Benefit Plan – Third Party Administrators**

Forest Williamson from Unified Group Services appeared before the Commissioners to discuss the County's health benefit plan. Forest discussed the products and services Unified Group Services can offer to Huntington County government as a Third Party Administrator.

**IN THE MATTER OF DISCUSSION)**

**Huntington County Bridge #23, CR 900 S Over Salamonie River Bridge Rehabilitation**

Huntington County Highway Superintendent Troy Hostetler presented a Scope of Work from USI Consultants for the Huntington County Bridge #23, CR 900 S over Salamonie River Bridge Rehabilitation for the Commissioners review and consideration.

Rob Miller made a motion to enter into and sign the Scope of Work from USI Consultants for the Huntington County Bridge #23, CR 900 S over Salamonie River Bridge Rehabilitation. Larry Buzzard seconded and the motion passed 3-0.

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**IN THE MATTER OF AGREEMENT)**

**Huntington County Highway Department – Agreement Between Owner and Engineer for Professional Services**

Huntington County Highway Superintendent Troy Hostetler presented an Agreement and Exhibit 1, Scope of Services between the Huntington County Board of Commissioners and RQAW Corporation for the Commissioners review and consideration.

Larry Buzzard made a motion to enter into and sign the Agreement and Exhibit 1, Scope of Services between the Huntington County Board of Commissioners and RQAW Corporation. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF AGREEMENT)**

**Agreement to Provide Professional Consulting Services**

Rob Miller made a motion to enter into and sign the Agreement to Provide Professional Consulting Services between Huntington County, Indiana and Dossett Consulting, LLC for services provided to the Huntington County Prosecutor's office. Larry Buzzard 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.

**IN THE MATTER OF DISCUSSION)**

**Human Resource – Update**

Human Resource Director Stefanie Rogers updated the Commissioners on several items that she is working on for the County.

**IN THE MATTER OF DISCUSSION)**

**Commissioners' Correspondence**

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

**IN THE MATTER OF DISCUSSION)**

**Invoice – CDW Government**

Rob Miller made a motion to pay CDW Government the sum of \$174.88 for an Apple TV 4K 5 digital multimedia receiver to be installed in the Commissioners' conference room, to be paid from the Cumulative Courthouse Fund. Larry Buzzard seconded and the motion passed 3-0.

**IN THE MATTER OF DISCUSSION)**

**Invoice – Accent Interiors, Inc.**

Larry Buzzard made a motion to pay Accent Interiors, Inc. the sum of \$8,572.40 for carpeting and installation in the Prosecutor's office, to be paid from the Cumulative Courthouse Fund. Rob Miller seconded and the motion passed 3-0.

**IN THE MATTER OF INVESTMENTS)**

**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.

Larry Buzzard made a motion to invest \$450,000.00 in the Cumulative Courthouse fund for thirty (30) days. Rob Miller seconded and the motion passed 3-0.

Larry Buzzard made a motion to invest \$250,000.00 in the Courthouse Improvement Bond Investment for thirty (30) days. Rob Miller seconded and the motion passed 3-0.

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Tom Wall

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Rob Miller

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Larry Buzzard

BOARD OF COMMISSIONERS  
HUNTINGTON COUNTY, INDIANA

ATTEST:

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Jill M. Landrum, Auditor