

## Randolph County Commissioners

August 4, 2014

The Randolph County Commissioners met at their regular meeting at 9:00AM in the Commissioners and Council Room in the Courthouse with the following members present: Board President Michael Wickersham, William Terrell and Gary Girtton. Also present was Randolph County Auditor Mary Ann Lenkensdofter, Sheriff Ken Hendrickson and County Attorney Meeks Cockerill.

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Pledge of Allegiance

Michael Wickersham, President presided over the meeting.

### Ryan Prinkey- vacation of street New Pittsburg

Ryan Prinkey was present representing Terry and Dennis Miller who are the owners of a parcel of land in New Pittsburg. The Millers are petitioning the Commissioners for the vacation of a street, alley and part of a railroad bed. Prinkey understands that the parcels in question have been farmed for the past 54 years. The original plat was done in 1854 and we are not sure if there was ever a railroad through the parcels. There are no structures on the parcels. Michael Wickersham asked if the Millers owned Lots 51, 54, 56,57,58,59,60,61,62 and the rest of the parcels in Deed Record 20115060. Mr. Prinkey replied that they did own them. Wickersham asked who owns Lots 50, 55 and have they been notified. Prinkey stated that John and Sharon Mock are the owners. If the Commissioners decide to have a public hearing then I will notify them. Meeks Cockerill has looked over the document and approves of it. Prinkey stated that we will have to send out notification to all adjoining land owners. We will send notification to William A Thomas in addition to the Mock's and will put the notification in the newspaper. William Terrell made a motion for public hearing on August 18<sup>th</sup> at 9:00 AM for the vacation of a street, alley and railroad bed. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

### Cynthia Acree, E911 contract for new system & estimate for monitoring generator

Cynthia Acree stated the Frontier agreement for the new equipment needs a signature to get the project started. It will be installed in 90 days from start to finish. Michael Wickersham asked if this will be changed over without loss of service. Cynthia said it would be. William Terrell made a motion to authorize the President of the Commissioners to sign the agreement for equipment purchase, installation and maintenance schedule with Frontier Communications and E-911 in the amount of \$104,325.75. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Acree stated a few years ago we made an agreement with the people that own the WZZY tower. We store a lot of equipment in that facility which has the cellular remote monitoring device. We had an agreement to put a generator in to keep the tower up. This would benefit them along with us. A few months ago it went out and we were not aware of it. I would like to put a monitoring system on it so it would notify us at the jail. It starts every Monday just like the one at the jail. Acree requested an estimate from Shockney's because we bought the equipment from them and they have done our maintenance. It will be \$400 which covers the first year and \$8-\$10 per month after the first year that will be paid to Shockney's to maintain it. Michael Wickersham asked if the system works via telephone and Acree stated she believes it does. Wickersham asked who will you be paying the \$8-\$10 to. Acree assumes it would be Shockney Electric. Wickersham stated he would like for Acree to find out what the \$8-10 is for and how the monitoring system works. William Terrell asked if there is anyone else in the county that could do this. Acree said she didn't know. Shockney has always done my yearly maintenance. William Terrell stated he would like to see if there was someone else who can provide the service. I would like to get a competitive bid. William Terrell asked if Cynthia could check and see if there were any other electrical groups that could do this work. Michael Wickersham stated he would like to grant Cynthia Acree the authority to spend \$400 with Shockney Electric and the \$8-10 per month to monitor the system. Gary Girtton seconded the motion. 2 aye votes cast. 1 nay vote from William Terrell.

Acree stated she wanted to let Commissioners know that we lost the antenna on the tower at the jail. I am in the process of getting bids for a new one. The old one is 20 years old and a new one would cost approximately \$1,100. I don't have a cost for the installation. I may have to do an additional appropriation when that comes in. Michael Wickersham asked Cynthia if she would get an explanation of the \$8-10 monthly fee then report back to the Commissioners.

### Duane Petry, Paula Albin- Insurance committee recommendation

Duane Petry stated we listened to the presentation from Liberty National and compared it to AFLC. With Liberty National accident policy they charge \$26 and accidental death \$25 and AFLAC is \$50. Dismemberment with Liberty National is \$10,000 and AFLAC is \$6,250. A double dismemberment is \$20,000 and AFLC is \$25,000. There is only a .54 difference per pay with Liberty National accident policy. AFLAC pays more on their policy. Liberty came on strong with offering the free term insurance to anyone who wants to come and set down and talk to them. They are offering a \$3,000 on employee and spouse and \$1000 on a child. Colonial offers a \$5,000 for the employee only and Anthem is giving all the county employees who are on the county policy a \$15,000 term life policy. Duane Petry stated the committee does not recommend adding Liberty National Insurance at this time.

### Valerie Gibson, Health Dept. – additional appropriations and Govpay credit/debit card program

Valerie Gibson stated the health trust account grant has been written for 18 months in order to get it on a calendar year instead of a fiscal year. We are now in the last six months and that needs to be appropriated into the lines. Gibson stated the total amount is \$9,207.95. William Terrell made a motion to approve the additional appropriation for the Health Trust Account of clerical assistant \$3,600.; Social Security \$223.20; Medicare \$52.20; office supplies \$500.00; clinic supplies \$500; utilities \$650.00; server maintenance \$1,500; training/schooling \$2,172.42. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Gibson stated I also have an additional appropriation of \$15,000 for vaccine private stock. Dr. Sowinski and I had a meeting with Jessica Olson over the budget. Jessica said I do have \$15,000 in cash to purchase more private stock vaccines. We had about a \$4,000 lost with the Practice Suite billing software. We now have new software for the billing but we are now out of a lot of private vaccines. The \$15,000 vaccine appropriation will take us to the end of the year. Gary Girtton made a motion to approve the additional appropriation of \$15,000 from the health fund to purchase the private stock vaccines. William Terrell seconded the motion. All aye votes cast. Motion carried.

Gibson stated she would like to use the services of Govpay credit/debit card program. The jail uses this program also and there is no cost to the county. The fees are passed on to the customer with the fee being based on the dollar amount of the service. The company will provide all equipment. William Terrell made a motion to approve the President to sign agreement with the GovPay Credit/Debit card program for the Health Department. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Gibson also stated the Health department is offering several ways to pay for vaccines. Some adults are self-pay. All children will receive vaccines under any circumstances. If you are an adult and come in you can get a 40% discount if you can pay it in full that day. We also have a payment plan if the client is unable to pay in full. The hardship is basically for children. Under special circumstances we can talk to the adult that is coming there for the travel vaccines, because they are expenses. Gibson said her board President had talked to Mike Wickersham about the 40% discount. Meeks Cockerill asked if she had found the statute that allows the discount. Gibson stated there is nothing statutorily that says we can't do this. Cockerill stated it should be in the fee ordinance and I had asked you to check with other counties. I don't know how that works with the DLGF. Michael Wickersham stated that he had a conversation with Louise Hart and if the health board thinks it will offer more for your clients and enhance your office, and then I wouldn't know why we wouldn't do it.

Gibson stated we have a very small waiting room and were wondering if we could expand into the old Commissioners/Council room. We are HIPPA compliant and believe we are not in violation, but it could be questioned. If someone comes to the window we have to offer them complete privacy about what they are there for. If we have a room full of people it is hard to do that. William Terrell stated the room is used by the Area Planning Board. Gibson stated the Board of Health also uses the room. If you go to a Board of Health meeting there are not a lot of people in the audience. Terrell stated that the Area Planning Board does have a significant amount of people at times. Gibson stated I don't have a solution for the lack of space for a waiting room. Wickersham stated why not use the room during the health department office hours because typically the Area Planning or the BZA would not meet at that time. Mary Ann Lenkendorf stated that there are other organizations that use the room and that is coordinated through Jessica Cheesman in the highway department.

#### **Randy Abel, Building Commission-ADA transition plan**

Randy Abel stated I am here today about the ADA Transition plan for the county. Originally R. W. Armstrong did the plan but they have now merged into CHA. I think it would be prudent to have CHA do the transition plan for us. I would like for this plan to be implemented by mid-August. The reason we need this done quickly is for the Highway department and the Federal and State monies that they receive. A meeting would need to be set as soon as possible with the committee of Gary Friend, Gary Girtton Jake Donham and myself. Wickersham stated the first question would be if we want CHA to do our transition plan for \$1,650. Meeks Cockerill stated we could pay out of the Commissioner's line of professional service or Cum Cap. William Terrell made a motion to pay for the ADA transition plan from Cum Cap and if we are unable we will take it from professional services. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

#### **Randolph County Tea Party- Rally**

Todd Longfellow stated we would like to hold a Tea Party rally on the north side of courthouse and yard. We would also like access to the electrical outlet on the north side. The date of the rally is October 18, 2014 from 12- 4PM. This is not a political rally but a Stand Up for America rally. We will not allow vendors, food sales, election materials or campaigning. If someone comes to do that, they will be asked to leave. We will not need access to the courthouse and would have a DJ playing patriotic music. We will have people dressed up in founding fathers attire and when we leave, we will clean up. Michael Wickersham stated if we approve this you will have to coordinate with Jake Donham. William Terrell made a motion for the Randolph County Tea party to hold a rally and use the sidewalk, yard and electricity on the north side of Courthouse. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

#### **Highway Dept. --- Bridge 145 and Bridge 305 maintenance agreement fuel pump**

Kevin Slick stated he has a supplement agreement for Bridge 145. In the early field meeting we found a driveway slope that was unacceptable. This resulted in further surveying to come up with a slope that was acceptable. The supplement agreement will not exceed \$14,400. Wickersham said the original was \$256,700 and now it is \$276,700. There are additional increases in this contract and they all relate to the

same issue. Wickersham stated I trust that the contract allows for this kind of modification. Kevin Slick said it does. William Terrell made a motion to modify the Beam Longest & Neff supplement agreement for Bridge 145. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Kevin Slick stated he has the standard contract from INDOT for Bridge 305 which is on South Street, Winchester. This will involve federal and state monies. Gary Girtton made a motion to sign and approve the contract with INDOT. William Terrell seconded the motion. All aye votes cast. Motion carried. Kevin Slick stated they do not have the maintenance agreement yet. I am hoping to have it by the next meeting.

**Bruce Hosier, Randolph County Economic Development director**

Bruce Hosier REDC director wanted to update Commissioners on common interest projects and initiative that are going on. The Hauser Warehouse building in Lynn has secured two appraisers. This is to be completed no later than August 29, 2014. The current tenants wish to purchase the building from the county. Hopefully I will have a progress report at the next meeting on the 18<sup>th</sup>. Wickersham stated the tenant's agreed to pay for the appraisals and then the cost would be split if the sales go through. William Terrell thought we extended the contract 90 days. Meeks stated it ended in June and it is ongoing since they still continue to make payments. Hosier said we are looking to extend that to August until this process is complete. Meeks stated once we get the appraisals back it wouldn't take long to get it sold by September.

Hosier stated the job audits for the existing companies that are part of the forgivable loan program have been completed. They were reviewed Friday by committee through the REDC. We have written documentation of that recommendation and that is being processed. I will present it officially to the Commissioners at the meeting on August 18th. You will get copies prior to the meeting for you to look over.

I was reading an article from the Board of Labor Statistics about Economic Development. Since January of 2009 on the national level over 11 million citizens from 16 years age and older have left the work force for whatever reason. When you look at Randolph County specifically in June the last statistics out from the Indiana Workforce Development on employment a year ago we were at 8.8 % unemployment, with 12,580 in the workforce, 11,474 employed and 1106 unemployed. Year to date at the end of June 2014 we are at 6.4% unemployment, with 12,814 in the workforce, 11,995 employed and 819 unemployed. Hopefully we are trending in the right direction. Also, the REDC will make a presentation to the Council about our strategic planning process. I will have those documents available to each of you tomorrow.

**Ken Hendrickson, Randolph County Sheriff**

Hendrickson stated the jail is having problems with a leaking roof. The roof has never been replaced but has been patched. We are having a problem not only with the roof, but also the membrane. Once I have all the bids in I will present them to the Commissioners.

The water softener system in the jail has totally broken down. I have received quotes for a commercial system from Culligan a rebuild for \$7,400 and new at \$12,800. The one from Bader Mechanical, Richmond cost \$15,600 for a rebuild and a new for \$24,600. Salver Taylor was not interested because they couldn't beat Culligan's quote. William Terrell said this should help with the mixing valves. Ken Hendrickson stated he has had to replace quite a few in the past, now they are about \$1,000 a piece. They do get a lot of material build up. William Terrell made a motion to approve the purchase of a Culligan water softener for \$12,787. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

**Regular Claims \$338,133.05**

William Terrell made a motion to approve regular claims presented of \$338,133.05. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

**Payroll Claims \$195,466.11**

Gary Girtton made a motion to approve payroll claims as presented of \$195,466.11. William Terrell seconded the motion. All aye votes cast. Motion carried.

**Minutes of July 7, 2014 Executive session July 17, 2014; Executive session July 21, 2014**

William Terrell made a motion to approve the minutes of July 7, 2014 and Executive sessions July 17, 2014, and July 21, 2014. Gary seconded the motion. All aye votes cast. Motion carried.

**Edit Claim - \$100,000 to Town of Ridgeville**

Gary Girtton made a motion to approve Edit claim of \$100,000 to the Town of Ridgeville. William Terrell seconded the motion. All aye votes cast. Motion carried.

**Ordinance 2014-10 2<sup>nd</sup> reading (an ordinance amending and restating Chapter 71 Schedule II, Stop Streets Subsection (B) (10) )**

William Terrell moved to approve the Ordinance for the second reading. Gary Girtton seconded the motion. 3 aye votes cast. Motion carried.

William Terrell made the motion to suspend the rules and adopt Ordinance 2014-10 by title only. Gary Girtton seconded the motion. 3 aye votes cast. Motion carried.

ORDINANCE 2014-10

An Ordinance Amending and Restating  
Chapter 71 Schedule II, Stop Streets  
Subsection (B) (10)

BE IT ORDAINED, by the Randolph County, Indiana, Board of Commissioners, that: the Randolph County Code of Ordinances Chapter 71, Schedule II, Stop Streets, Subsection (B)(10), is hereby amended and restated as follows:

(10) All marked intersections of C. R. 500 W from and including Base Road West to 950 S, cross traffic shall “stop” for traffic on C. R. 500 W, except:

Traffic on C. R. 500 shall “stop” at intersections with C.R. 800 S
The intersections of C.R. 500 W, C.R. 550 S, and C.R. 650 S in Huntsville, traffic on C.R. 500 W and C.R. 650 S shall “stop”
Traffic on C. R. 500 W shall “stop” at intersections with C. R. 950 S
Traffic on road C.R. 600 S shall “stop” for traffic on road C.R. 500 W
The intersection of C.R. 500 W and C. R. 300 S shall be a “4-way stop”

This Ordinance shall be in full force and effect from and after its passage and publication as required by law.

All of which is adopted on the 4<sup>th</sup> day of August, 2014, by the Randolph County Board of Commissioners.

**Ordinance 2014-11 (an ordinance amending and restating Section 30.03C (1) Department of**

**Redevelopment; Redevelopment Commission**

William Terrell moved the Commissioners pass Ordinance 2014-11 after the first reading. Gary Girtton seconded the motion. 3 aye votes cast. Motion carried.

Gary Girtton moved the rules be suspended and have the second and third reading by title only and adopted the same day. William Terrell seconded the motion. 3 aye votes cast. Motion carried.

Gary Girtton moved the Commissioners adopt Ordinance 2014-11. William Terrell seconded the motion. 3 aye votes cast. Motion carried.

**ORDINANCE 2014-11**

An Ordinance Amending and Restating  
Section 30.03 (C) (1) Department of Redevelopment;  
Redevelopment Commission

WHEREAS, Randolph County desires to amend Redevelopment Commission Section 30.03 (C) (1), to reflect changes pursuant to I. C. 36-7-14.6.1.

NOW THEREFORE, BE IT ORDAINED, by the Randolph County, Indiana, Board of Commissioners, that Section 30.03 (c) (1) shall be amended and restated as follows:

(C) (1) There is hereby created a Board to be known as the County Redevelopment Commission.

(a) Three members of the Board shall be appointed by the County Commissioners. Two members of the Board shall be appointed by the Randolph County Council. Each Redevelopment Commissioner shall serve for one year from January 1 after his or her appointment and until his or her successor is appointed and has qualified, except that the original Commissioners shall serve from the date of their appointments until January 1 in the second year after their appointments.

(b) If a vacancy occurs, a successor shall be appointed in the same manner as the original Commissioner and the successor shall serve for the remainder of the vacated term.

This Ordinance shall be in full force and effect from and after its passage and publication as required by law. All of which is adopted on the 4<sup>th</sup> day of August, 2014, by the Randolph County Board of Commissioners.

**ORDINANCE NO 2014-12 (Amending the uniform fee schedule for Randolph County Health Department)**

William Terrell moved the Commissioners approve Ordinance 2014-12 after the first reading. Gary Girtton seconded the motion. 3 aye votes cast. Motion carried.

Gary Girtton moved the rules be suspended and have the second and third reading by title only and adopted the same day. William Terrell seconded the motion. 3 aye votes cast. Motion carried.

Gary Girtton moved the Commissioners adopt Ordinance 2014-12. William Terrell seconded the motion. 3 aye votes cast. Motion carried.

**ORDINANCE 2014-12**

AN ORDINANCE AMENDING THE UNIFORM  
FEE SCHEDULE FOR RANDOLPH COUNTY  
HEALTH DEPARTMENT

WHEREAS, the Randolph County Health Department is under the oversight of the Randolph County, Indiana, Board of Commissioners (“Board”); and

DEPARTMENT	SERVICE	FEE
Public Health/Nursing Service	All vaccines provided at cost to the County	Cost of vaccine plus 10% rounded up to next dollar plus \$20.00 administration fee
	Tuberculosis test	10.00 per single test

	Travel vaccines	Cost of vaccine plus 10% rounded up to the nearest dollar plus \$20.00 administration fee
	All other vaccines and/or tests	Cost of vaccine plus 10% rounded up to the nearest dollar plus \$20.00 administration fee
<b>Administrative Fees</b>	Copies of previous visit shot records	2.00
	Lice Products provided at cost to the County	6.00
	Lice products provided at no cost to the County	0.00
<b>Miscellaneous Fees</b>	Sharps Disposal	\$4.00 per 1 gallon container

County; and

WHEREAS, Indiana Code 36-1-3-1 to 9, inclusive, grants certain home rule powers of Randolph County; and

Department.

NOW THEREFORE, BE IT ORDAINED, by the Randolph County Board of Commissioners, that a Uniform Fee Schedule be established effective \_\_\_\_\_, 2014, for the Randolph County Health Department as follows:

DEPARTMENT	SERVICE	FEE
Food	Restaurant food permit between January 1 and June 30	70.00
	Restaurant food permit between July 1 and December 31	35.00
	Food stand temporary permit	30.00
	Plan reviews (building/remodeling)	25.00
Septic	Septic Permit	85.00
	Contractor Registration	75.00
	Plan Review (repair/new)	25.00
Vital Records	Birth Certificate	10.00
	Combined birth certificate/wallet card	15.00
	Death Certificate	10.00
	Home birth certificate (includes birth certificate)	20.00
	Paternity affidavit	20.00
	Paternity affidavit copy	1.00
	Name Amendment(includes birth certificate)	20.00
Public Health/Nursing Service	Vaccines for Children and other vaccines provided at no cost to the County	0 for vaccine plus \$20.00 for administration (Administration fee for Medicaid patients fee will be charged to Medicaid)
	Adult vaccines/other vaccines provided at no cost to the County	0 for vaccine plus \$20.00 for administration (Administration fee for Medicaid patients fee will be charged to Medicaid)

NOW FURTHER ORDERED by the Randolph County Board of Commissioners, that the Randolph County Board of Health shall institute a hardship and donations policy, allowing those individuals not able to pay the full fee for services, to receive the services at reduced or no cost, dependent upon an individual's economic circumstances.

All of which is adopted on the 4<sup>th</sup> day of, 2014, by the Randolph County Board of Commissioners.

**Ordinance NO 2014-13 (amending and restating section 111.20 frequency)**

Gary Girtton moved the Commissioners approve Ordinance 2014-13 after the first reading. Michael Wickersham seconded the motion. 2 aye votes cast. 1 Nay vote cast by William Terrell. Motion carried. The Commissioners will have the second reading at the next meeting.

**Lease agreement for copiers in Superior Court and Extension office**

Mary Ann Lenkendorf presented the Commissioners with the lease agreement from Kelly Sties of Van Ausdall & Ferrar for Superior Court and Extension Office copiers. Michael Wickersham signed both agreements since they had already been approved.

**Comp time report**

Michael Wickersham has a report of the compensatory time prepared in July which covers April, May and June. April to May is \$103,000 down to \$89,000 and I trust the payout of 100% is for June. William Terrell asked if that catches everyone up to date. Wickersham said the payout was in May and in June it was reduced. This tells me that people are using their compensatory time.

**Union City Help center sub-recipient semi-annual report**

Gary Girtton made a motion to authorize the President to sign the sub-recipient semi-annual report for the Union City Help center. William Terrell seconded the motion. All aye votes cast. Motion carried.

**Contract with Venus Bronze Works Inc.**

Michael Wickersham stated the last meeting we discussed Venus Bronze Works entering into a contract which sets out the cost of services in the quote and the insurance. Since the last meeting Meeks has prepared a contract for an independent contractor. I sent that contract to Venus Bronze Works and asked if he would return that to us along with a certificate of insurance showing the county as an additional insured for any damage to the structure during the course of this work, in removing, reinstalling or working on it in his shop. Then Venus Bronze Works would send us an invoice for services rendered or date with any materials and supplies needed in the amount of \$14,000. We would then entertain the decision to agree to the contract terms and approve the invoice for \$14,000. Venus Bronze Works, Inc. has returned that to us signed by Mr. Gilkas with a certificate of insurance and invoice.

William Terrell made a motion to approve the contract with Venus Bronze Works and authorize Michael Wickersham to sign the contract for the total sum of \$42,500 which includes repairing the monument and waxing and cleaning the remainder. Gary Girtton seconded the motion. All aye votes cast. Motion carried. William Terrell made a motion to approve the invoice from Venus Bronze Works for \$14,000 as stipulated in the contract. Gary Girtton seconded the motion. All aye votes cast. Motion carried. Michael Wickersham said we have determined to pay this out of CCD and the renovation fund. William Terrell made a motion to approve the three Commissioners to sign claim for Venus Bronze Works, Inc. for \$14,000. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

**For Review:**

Commissioners reviewed the following with no action being required.

Soil & Water minutes

**Citizen Comments**

Todd Longfellow, Union City would like to know what the Redevelopment Commission duties are. Michael Wickersham stated it is basically commissions that are appointed by governments to oversee the funding of TIF districts or bonding. Longfellow asked if the county should be proactive and look at all intersections to see if there needs to be 4-Way stops. Wickersham said the he would hope the Sheriff and highway departments would take a look at that when they are patrolling and if there is a need they would bring it forward. Ken Hendrickson stated they take into consideration of the number of accidents at an intersection and recommend a 4-way stop if needed. Longfellow asked when the start date will be for the repair of the monument. Wickersham replied as soon as the money is sent to Venus Bronze Works. Approximately two weeks from now.

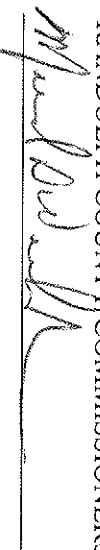
Jim Wallace, Winchester asked if there had been any progress on selling the County Home. Wickersham stated he was not aware of any. The last group that was here was looking at a bed and breakfast and I haven't heard anything.

**Adjournment**

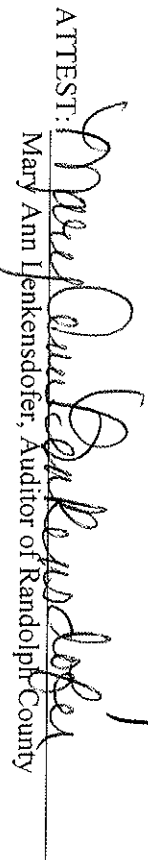
William Terrell made a motion to adjourn meeting. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Reviewed and signed this 2nd day of September, 2014.

RANDOLPH COUNTY COMMISSIONERS



ATTEST:



Mary Ann Lenkendorf, Auditor of Randolph County