

## Randolph County Commissioners

March 4, 2013

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 William Terrell, Michael Wickersham and Gary Girtton. Also present was Randolph County Auditor Mary Ann Lenkendorf, Sheriff Ken Hendrickson and County Attorney Meeks Cockerill. Tom Kerns represented County Council.

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Prayer was given by Gary Girtton.

William Terrell, President presided over the meeting.

### Economic Development-Greg Beumer

Greg Beumer presented the Hauser Warehouse lease that is expiring on March 31<sup>st</sup>. The renewal of the lease is for one year, which will give the owners an opportunity to seek permanent financing. Meeks Cockerill stated there was a three percent increase in the lease. Beumer stated there has been a preliminary appraisal done of the property and the owners indicated they would be seeking financing for a possible purchase. Michael Wickersham made a motion to approve the Hauser Warehouse lease. Gary Girtton seconded the motion. 3 aye votes cast. Motion carried.

Beumer stated the Grimm building (former car dealership) has an offer for purchase and it has been accepted. The unnamed company will employ up to twenty people and they are asking for job training funds of \$20,000. The training funds would be structured for \$10,000 at the beginning of the project and \$10,000 at the time of hiring employees. William Terrell asked what would happen if they do not hire all of the ten employees and will they payback the difference. Beumer stated the documents could be structured that way. This type of incentive has not been done for job training so there is no model form to go by. Terrell wants to make sure that they hire all the people they have requested. Beumer stated he has seen the business plan and he is not sure how they could run this business without hiring at least twenty people. This is an expansion of an existing business. Gary Girtton asked what time frame they were looking at initially. Beumer stated the company has forty-five days to close on the property and then there would need to be an expansion of the building. He believes it could be six or seven months before they could open. Michael Wickersham made a motion to approve this Economic development incentive for the unnamed company. Gary Girtton seconded the motion. 3 aye votes cast. Motion carried.

Beumer stated back in October 2012 he presented a proposal from Jeff McHolland of McHolland Enterprises. McHolland is planning a major expansion of his existing business. Currently they are located on State Road 32 near the airport but at the time of the original proposal had not decided on any buildings. McHolland has now decided to purchase the former 3D building in Winchester. He will create twenty new jobs over a twenty-four month period. McHolland is seeking a \$60,000 from the county based on twenty jobs at \$3,000 per job. As the jobs are created and verified the loan would be forgiven once everything is completed. Beumer stated Economic Develop board has developed a committee on how incentives are determined so hopefully this would be one of the last times he would come to commissioners without documentation. The previous board of Commissioners had approved this request based on the information at that time. McHolland Services manufactures electric motor covers and provides cage room items for manufacturing. They also supply items for the courthouse and schools and have safety equipment available. The new building would do warehousing and distribution only. The new employees would do warehousing and making deliveries. Beumer stated that McHolland starts his workforce at \$10.00 per hour but quickly adds that he has several employees making \$30,000 per year. McHolland currently has twelve employees. Beumer stated that people ask him how these companies are verified. He replies that part of the Economic Development office responsibility is to go to these businesses to verify in detail the workforce and talk with the employees. Michael Wickersham made a motion to approve the forgivable loan to McHolland Enterprises. Gary Girtton seconded the motion. 3 aye votes cast. Motion carried.

### Centerstone-No smoking request tabled from February 19<sup>th</sup> meeting

Kathleen Baker, representative from Centerstone was present. Michael Wickersham stated he had visited each department at the RCFO building and provided a smoking survey. 10 tenants and 8 county offices were surveyed. The survey provided mixed results with six wanting smoke-free grounds, five would like the smoking put to the parking lot area and seven wanted the policy left as is. Wickersham felt there was not a clear indication what to do at that building. He read comments that were put on the survey. It appears most do not like people smoking at the front door, which allows smoke to enter the building, it doesn't look good from the street and people are violating the policy. Other comments-are other buildings going to this policy and how are you going to police this. The Sheriff discussed that the jail has a no smoking sign out by the sidewalk but the sidewalk is public. The sidewalk is closer to the front door than other buildings. Community Corrections building has that same issue. William Terrell stated he would probably go along with individuals smoking in the parking lot. County Sanitarian Dave Harris stated he had been at that building for a week and he does smoke. The reason he sees why people

congregate in the back corner of the front entrance is there is enough overhang to keep from being snowed or rained on. He understands that is a problem but wonders where people are going to smoke without getting out in the weather. Harris has noticed that people visiting the food pantry go to smoke in that area also. Wickersham stated he realized there are tenant's clients as well as employees that smoke there. He stated they could move the no smoking back 25-50 feet but there are people who still may go to the corner to smoke. Wickersham wondered who would be enforcing that violation. Meeks Cockerill stated you can definitely control the employees with enforcement and have them go to another area. There would have to be several signs out front to deter the smoking. Dave Harris stated the biggest problem is finding a place for employees to be out of the way with a covered area. He has seen larger towns with a covered shelter for smoking. Kathleen Baker stated if employees wanted to smoke they could go to their vehicles and her other concern would be to remove the ashtray from under the no smoking sign. She believes it would be a group effort to police this. Wickersham stated that he believes we need to move the ashtray or the no smoking sign for the first step. Jake Donham stated in defense of himself and Phil Silvers they had decided to move the ashtrays closer to the entrance due to people walking up to the building, seeing the no smoking signs and flipped the cigarettes butts on the ground before coming into the building. This was making more of a mess for them to clean up. Meeks suggested putting a sign and ashtray by the parking lot and one out by the flagpole. Jake Donham suggested starting out with signage. Wickersham stated that they could start out with moving the signage and ashtrays out farther, which shows the public they should comply with these rules. William Terrell also felt this policy should be stressed to the employees because if they don't observe the rules then the public won't observe them. Wickersham stated the question becomes do you want to change the policy at that entrance to more feet. The surveyor provided the GIS map that shows twenty-five feet to be in front of the flagpole and to the parking lot. Commissioners felt this is what the majority of what the people wanted. Gary Girton made the motion to move the no smoking area to twenty-five feet from the southwest entrance of Oak Street at the RCFO building. Michael Wickersham seconded the motion. 3 aye votes cast. Motion carried. Meeks will be drafting an ordinance for the next meeting.

**William Timmons- property clean up**

William Timmons of 9757 US Hwy 35 Losantville was present along with County Sanitarian Dave Harris. Mr. Timmons has a business at this address and next to his building is a burnt out abandoned trailer that is caving in. There are rodents coming out of the premises as well as trash being blown onto his property. A year ago, he talked with the health department and the owner was given thirty days to get it cleaned up or it would be turned over to the county attorney. That was the last thing he had heard about it. Meeks Cockerill stated he talked with Dave Harris and there was a complaint filed in May 2012 and according to what was in the file Mr. Timmons had not replied back. Meeks stated that Mr. Timmons would need to fill out another complaint and the sanitarian would go out and determine if there is a health code violation. Since this complaint is almost a year old, a new complaint would need to go through the process. Mr. Timmons stated he did go through the process. Dave Harris stated he could go out to the property this afternoon. Mr. Timmons again stated he did do what he was suppose to do and filed the complaint and someone was to get back with him but they didn't. It's an eyesore and he has to spend extra money each year for an exterminator to come to his restaurant business. He also had letters from all surrounding property owners trying to get this cleaned up. William Terrell stated that all his documentation needs to be given to Dave Harris. Terrell stated he had been by this property and there are rats coming out of the trailer. Michael Wickersham suggested that Jamie Stump, Area Planning director go with Dave Harris in case there are violations covered by Area Planning. Wickersham would like a report of the findings at the next meeting.

**Regular Claims \$339,964.02 and Payroll Claims \$194,500.79**

Michael Wickersham made a motion to approve the Regular claim of \$339,964.02 and Payroll Claims \$194,500.79. Gary Girton seconded the motion. 3 aye votes cast. Motion carried.

**Economic Development monthly claim-2012- \$15,833.33**

Mary Ann Lenkendorf explained this monthly claim was overlooked and not paid for August of 2012. This would clear the account for the Economic Development. Michael Wickersham approved the monthly claim in 2012 for Economic Development of \$15,833.33. Gary Girton seconded the motion. 3 aye votes cast. Motion carried.

**Junefest request**

Mary Ann Lenkendorf had received an e-mail request from Jill Keener for Junefest. On June 14, they would like to block the streets for the tents and setup. The festival in on June 15. The group would like to use the courthouse lawn for tents, also hook into the water connection on the south side for food vendors and there would be sidewalk chalk on the north side. Jake Donham stated he would like the sidewalk chalk set back since it was tracked into the courthouse last year. Gary Girton made the motion to grant this request. Michael Wickersham seconded the motion. 3 aye votes cast. Motion carried.

**Ordinance 2013-4 – 2<sup>nd</sup> and 3<sup>rd</sup> reading for establishing uniform fee schedule for the RC Health**

**Department**

Michael Wickersham made a motion to pass 2013-4 after the second reading. Gary Girton seconded the motion. 3 aye votes cast. Motion carried.

Michael Wickersham made a motion to suspend the rules and have the third reading by title only and adopted the same day. Gary Girton seconded the motion. 3 aye votes cast. Motion carried.

ORDINANCE 2013-4

AN ORDINANCE ESTABLISHING A 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

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

WHEREAS, it is the desire of the Board to fix the permit fees for the Randolph County Health Department;

NOW THEREFORE, BE IT ORDAINED, by the Randolph County Board of Commissioners, that a Uniform Fee Schedule be established effective April 1, 2013 for the Randolph County Health Department as follows:

DEPARTMENT	SERVICE	FEE	
Food	Restaurant food permit	70.00	
	Food stand temporary permit	30.00	
	Plan reviews (building/remodeling)	25.00	
Septic	Septic Permit	85.00	
	Contractor Registration	75.00	
Vital Records	Birth Certificate	10.00	
	Combined birth certificate/waller 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 \$14.47 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 \$14.47 for administration (Administration fee for Medicaid patients fee will be charged to Medicaid)	
DEPARTMENT Public Health/Nursing Service	SERVICE	FEE	
		All vaccines provided at cost to the County	Cost of vaccine plus 10% rounded up to next dollar plus \$14.47 administration fee
		Tuberculosis test	5.00 per single test
	Travel vaccines	Cost of vaccine plus 10% rounded up to the nearest dollar plus \$14.47 administration fee	
	All other vaccines and/or tests	Cost of vaccine plus 10% rounded up to the nearest dollar plus \$14.47 administration fee	
Administrative Fees	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	

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 March, 2013, by the Randolph County Board of Commissioners.

**Clerk's monthly reports (2009-2012)**

Mary Ann Lenkendorf stated these reports had been given to the Auditor's office after the first of the year from the Clerk. Since the Commissioners were not in office when these reports were dated, she would like Commissioners to accept them into the record. There is a cover sheet attached to accept them into the record covering the time period. Michael Wickersham asked why they needed to accept these reports into the record. Lenkendorf replied that these monthly reports are to be filed with the Auditor by the 25<sup>th</sup> of each month. This monthly report is similar to what the Treasurer files every month. One of the file copies goes to Commissioners and one to State Board of Accounts. She could not answer why these reports were not filed before now. Michael Wickersham made a motion to accept the Clerk's monthly reports from January, 2009 to December, 2012 into the record. Gary Girtton seconded the motion. 3 aye votes cast. Motion carried.

**Clerk's monthly report January, 2013**

Gary Girtton made a motion to approve the Clerk's monthly report for January, 2013 into the record. Michael Wickersham seconded the motion. 3 aye votes cast. Motion carried.

**Maintenance contracts-Jake Donham**

Jake Donham presented maintenance contracts for fire and safety inspections. Koorsen and Grimmel/Simplex could do both of the inspections. Koorsen is closer and when some of the other buildings contracts come due, Koorsen would like to give a quote because they will give a cheaper rate if they are doing more than one building. Donham stated the warranties that both companies represented will be coming due in May. Michael Wickersham stated there were differences in the timing of inspections between the two companies on testing of the fire alarms. He wanted to make sure they were comparing the same items to be done since that could affect the pricing. Donham stated there were some differences in pricing. Donham feels good about Koorsen and he could have Jason Campbell talk with Commissioners. Gary Girtton cited several differences between the two agreements. He wanted more definition in what is done in the inspections. Michael Wickersham made a motion to table the contracts and have Koorsen provide a summary of services in the inspections. Gary Girtton seconded the motion. 3 aye votes cast. Motion carried.

Donham stated he had recently purchased new floor mats from McHolland Services. Currently the mats are being rented from Cintas. When he called Cintas to inform them the county didn't need their services they stated we were under contract with them. He had no record of the contract and Cintas sent a copy to him. If the county would do a buy out of the contract, we could save between five and six hundred dollars. Jake wanted to know if Commissioners were willing to cancel or not. By us have our own floor mats, it would be cheaper than renting them for an entire year. The buyout amount with Cintas is approximately \$480.00 with a year left on the contract. Cintas told him that the county could extend the contract and could let us have it for a lot less than what we are paying now. Jake didn't feel comfortable with that proposal. He stated that Community Corrections used Cintas and assumed they had a contract with them. Commissioners asked Jake to see if there were any other buildings using Cintas. Jake was afraid if this buyout gets tabled Cintas could bill for an additional month. Michael Wickersham made a motion to give Jake Donham authority to buyout the Cintas contract not to exceed \$480 and allow the Commissioner President to sign the paperwork. Gary Girtton seconded the motion. 3 ayes votes cast. Motion carried.

**Additional Appropriations:**

Ken Hendrickson stated that this is not a request for additional money but only to appropriate the funds so it can be spent. Gary Girtton made the motion to approve the additional appropriation for the Sheriff- \$1,800. VIN inspections and \$8,303.63 Criminal Justice (project income). Michael Wickersham seconded the motion. 3 aye votes cast. Motion carried.

**For Review:**

Commissioners reviewed the following with no action being required.  
Soil & Water minutes

In other matters-

Ron Preston from the audience asked if this was normal procedure to ask the audience for comments. Meeks Cockerill stated if it is not on the agenda, they don't have to allow other comments unless it is in a public hearing. William Terrell felt these are the people he works for and would like them to speak if they choose. Meeks suggested allowing a time at the end of the meeting for citizen comments and limit it to two or three minutes. The city of Winchester does this. It was suggested if someone had an issue that was longer than three minutes they should contact Mary Ann to be put on the agenda.

Gary Girtton stated when he campaigned over a year ago, he visited the town council meetings. There were a lot of comments wanting to have a time to sit down and talk. There has never been a county comprehensive plan or any goals to reach such a plan. He sees a need to collaborate as a group and listen to others as they voice their opinions. Girtton had talked with Greg Beumer to start with the Economic Development group as a nucleus committee. Beumer said he had asked the board and they were willing to do this. Girtton stated he would like the support of the Commissioners for this project and have the Economic Development committee serve as the nucleus group to start with. He would like to see this group to come up with ideas on buying things more economically such as equipment. He noted that the highway department has already started doing this. William Terrell felt with having Mike Wickersham on the Economic Development board this would be their starting point and he had no problem with it. Michael Wickersham stated what Gary is proposing is an excellent idea. When he was running for office, he found there was a lack of collaboration. Wickersham thought the Economic Development board was a good place to start and it is a twenty-five member board that represents the communities. He thought that maybe a few could be selected from Economic Development, then reach out to other areas in the county, and involve different groups. Girtton stated he believes that this is the best way to go with starting with Economic Development and then involve others within the county. Initially Girtton thinks they should talk, then look at procurement contracts and develop long-range plans and goals. From the audience, Jim Nunez suggested Commissioner's have an evening meeting maybe once a year at the 4-H grounds so the working people could attend and express their ideas. Michael Wickersham stated he thought maybe

having a special meeting with one commissioner in attendance would accomplish the same thing to hear community input. From the audience, Todd Longfellow stated he would like to volunteer as a citizen to be a part of that committee whenever it is formed. Longfellow also invited Commissioners to attend the Tea Party meeting. There are usually 30 members attending which would be a way for them to get ideas. He was told that only one Commissioner could attend for a public meeting. John Reece of Lynn commented that it seemed peculiar that Commissioners spent eight minutes spending \$85,000 but it took thirty minutes on the no smoking issue. Michael Wickersham stated that the money requests were brought to them previously from Economic Development and Beumer spent much time in preparing the recommendations. That is not as hard to decide on a recommendation when the preparation has been done. The no smoking issue did not have a clear recommendation and that dealt with people's lives, which needed more discussion.

Gary Girtton stated the Economic development items were discussed previously so there was more time that had been spent on those things. Girtton will talk with Greg Beumer to move forward with the Economic Development committee. Jim Wallace asked if there would be a three minutes at the end of the meeting for comments. Meeks Cockerill stated that was correct and anyone wanting to speak would have to come to the front to speak. The topics of personnel, sensitive issues or pending litigation cannot be discussed. Commissioners advised if the topics were longer than three minutes they were asked to get on the agenda.

**Adjournment-**

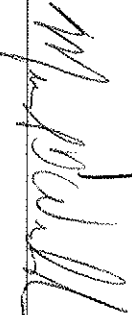
Gary Girtton made a motion to adjourn. William Terrell seconded the motion. All aye votes cast. Motion carried.

Reviewed and signed this 15<sup>th</sup> day of April, 2013.

RANDOLPH COUNTY COMMISSIONERS

  
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ATTEST:   
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Mary Ann Lenkensdofer, Auditor of Randolph County