

Randolph County Commissioners

June 3, 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.

Pledge of Allegiance was led by the Commissioners.

William Terrell, President presided over the meeting.

Ken Atkins, Jim Albaugh-Lifestreams presentation

Ken Atkins, President and CEO of Lifestreams stated they provide in home services for individuals in seven counties. Over ten years ago, we started providing public transportation as a part of their service. All seven counties at that time provided support for the transportation. In order to fund the transportation we need twenty-five percent local support and the remainder is provided through federal funds. A few years ago, local support started to dwindle. Instead of decreasing this service, Lifestreams put more money into transportation so not to reduce service. We were at the place where we were putting large amounts of funds into transportation to keep it going. We cannot continue to subsidize Title 3 money for transportation at the current rate since it was not a part of our core mission but we still subsidize with \$150,000 in funds. Grant County has not been able to provide support and Lifestreams has ceased providing that service for them. We provide services for older adults and people with disabilities and their caregivers. Many people in the community need this service. Lifestreams has also discontinued providing transportation in Delaware County due to funding. We are coming forth with a request of \$14,031 for calendar year 2014 to be able to continue funding the service. Randolph County has been providing \$8,000 the past couple of years. Lifestreams has given notice to their riders that effective July 1 we are increasing the fares. Atkins stated they appreciate the funds provided from Jay-Randolph Developmental Services through a contractual arrangement. Those funds help offset this requested amount. Jim Albaugh stated that Randolph County has the second highest number of trips. William Terrell stated he appreciates the service and would like to give them the requested amount, but that would be up to the Council. Michael Wickersham stated he believes that there has to be more of a need and it appears people are unaware of your services. He would like to see the number of riders grow and believes the County would be more inclined to find some money if the rider numbers grew from 117 to 217. Wickersham understands there is a need for transportation to individuals that don't have a way to work. William Terrell felt LifeStreams could advertise more and suggested them going to the 4-H fair to get the word out. Atkins stated that people do not realize what Lifestreams does and we have been around for thirty years. Gary Girtton stated he serves on the EPIC committee and knows their service is worthwhile. He also believes the word needs to get out to more people. Commissioners stated they do support the program but Council would need to make the decision on funding.

Reda Theurer-Miller, Youth Service Bureau-Additional space needed in RCFO building

Reda Theurer Miller stated Youth Service Bureau has served the county since 1979. In June 2004, Youth Services leased some space from the county at the RCFO building. Miller had spoken with Phil Silvers about leasing additional space and he had shown her a room on the second floor that wasn't being used. Miller wanted to know if they could lease that space and figure the amount for the space. Miller stated Youth Services would need both room areas. This room is across from the Area Planning office that she is looking at. Wickersham stated it appears you are paying \$9.50 per square foot. Miller stated we still pay \$88.23 per month and we have not paid an increased amount. Meeks Cockerill stated Commissioners could vote to lease the space with YSB and he would get the agreement ready for the next meeting. Gary Girtton made the motion to approve leasing the additional office space to the Youth Service Bureau. Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

Nicholas Poling-KISS TV recording information- Mayor Bryan Conklin spoke on behalf of Nick Poling

Mayor Conklin stated Nick Poling has met with your IT people and is ready to proceed with the camera. Conklin stated Union City would be paying for the camera from Time Warner cable franchise fees. He thought there was some push back and wanted Commissioners to get on board. William Terrell stated he was against mounting a camera in the ceiling but wasn't against having someone come to the meeting to tape them. He doesn't believe that is the way to go with having all the controls at KISS-TV. Conklin stated they are just going to be filming the Commissioners and Council meetings and it would be on TV plus the internet. Terrell stated he had spoken with several of the Council members and they were not in favor of this. Conklin asked so are we questioning the transparency or just what goes on in the meetings. Michael Wickersham stated it also concerns him with the remote access since he thought it was going to be a live person taping the meetings. There are other meetings in this room that are not public and it would become a matter of trust whether the camera is on or off. Conklin asked so if there was an on-off button here would that take care of it. Terrell commented that he was not in favor of mounting any type of device to the building. Conklin stated there are transportation issues for kids to come over here to tape

your meetings. If this is broadcast from the station it would be a way for all county residents to view the meetings. Conklin stated that was the meaning of the intent. Wickersham asked if Nick had a schematic of what he planned to do. Conklin stated he does and asked if that was the only issue. Wickersham stated the biggest issue for him was knowing whether the camera is on or off. He wasn't sure if that will satisfy Bill or the Council. Gary Girtton stated he thinks it's a good idea for the people but he agrees that the county should have control. William Terrell stated he will vote no. Wickersham wanted to know how intrusive the camera would be. Conklin stated it would be a small dome in the ceiling with wires running to the county's PA system. Conklin wanted to know what Commissioners wanted to do since he already knows there is one no vote. Wickersham stated he was hoping Nick could give a pencil drawing. Wickersham stated he believes it's a good idea but thought Nick should give a presentation at their next meeting.

Mayor Conklin also talked about plans that have been developed for the aging population. We have worked on a grant to fix up homes so the aging population can stay in place. The reason he was telling this is because we don't broadcast enough of what we do in Union City. In 2011, we worked with the town of Ridgeville so they could move forward with a homeowner rehab program. We also worked with Parker City to obtain the same program. Conklin stated this is something you probably didn't know. It's working together with other communities for the quality of life. If we can make it better for other communities, it becomes a part of the economic development plan to make things better for the county as a whole.

Conklin brought Coby Wells with him today to let Commissioners know they have further reduced their volume in dispatch by some things they have implemented. We are taking the next step in the next few months of further reducing the call volume to dispatch by the use of technology. Conklin stated they use the Spillman software, which is also used in the sheriff's department. We will be spending \$11,000 for Spillman to check things such as license plates, which would typically go into dispatch. This will allow us to do this remotely from the cars. Regarding dispatch, William Terrell stated that the operations board should be meeting three or four times a year so that over the next five years a plan could be worked out to dwindle the cost of a 911 dispatcher for Winchester and Union City. Mayor Conklin stated the cost that we agreed to was through December 31st and after that we will pay no more. I said this from the beginning that I would not pay anymore and since you are about to approach your budgets for next year that I didn't want to wait until then. I gave you notice at that time. Conklin stated he just wanted to give an update from their side of what we are doing. Instead of putting money into dispatch, we are putting money into technology. Michael Wickersham stated it would be interesting to know how the improvements you have put into place have affected those calls as we go forward. Wickersham read a report for the first quarter calls to 911 for Union City. There had been 628 law calls, 137 traffic stops and 221 EMS and fire calls. Wickersham stated he has understood that at the end of the year Union City would not pay anymore but you didn't want to pay anything this year either. Our position was we wanted it all but not forever. We thought we would be moving forward to share the responsibility more equitable. Wickersham stated that what Union City is doing adds to that. Coby Wells stated he believed the numbers were correct but how they were generated should be looked at. The officers can type in the information themselves and not necessarily done through dispatch. The numbers may not differ much in number of calls but only in actually who is doing the work. On non-emergency number (964-5353) can be generated from Union City since that number has been taken out of dispatch. We can reduce the workload to dispatchers with this technology. William Terrell asked if they have reduced things enough to eliminate a chair. Wells stated you should investigate that. He knows Winchester and Union City have these capabilities and the only things we need dispatch for is 911 and traffic stops. The reason we need dispatch for traffic stops is for officer safety. Terrell stated that with what you are adding onto your staff then maybe we should look at doing away with a 911 dispatcher. Conklin stated we are here to update you with what is going on with our side and how it will make it easier for a community or county entity. We are here to work together. Gary Girtton stated this is the responsibility of the executive committee to work these things out. He believes the Commissioners are open to trying to work together in all areas. The committee needs to research and find out some real figures for dispatch since the calls could be recorded in two different places. Girtton stated they need to make some recommendations on the studies that they are doing. Michael Wickersham believes Cynthia Acree also needs to be involved with the numbers. Conklin wanted to make a recommendation to the operations board to go to Cynthia, review the numbers, and see how to best utilize the Spillman system. There is so much more that could be done with that system. Ken Hendrickson stated that he has talked with the Spillman representative and questioned how their whole department could be updated for \$11,000 because that is not a number he had been quoted. Coby Wells stated he had an email and the module was listed at \$11,000 but realized there are more enhanced versions. He wasn't sure if that figure included the training that would need to be done. Wells stated that was the quote for eight modules. Hendrickson stated that was way off the quotes he was familiar with and stated that the two city police chiefs need to meet with him. Hendrickson stated they need to sit down and talk first before recommending anything to the board. Girtton stated if the police chiefs and Hendrickson could meet and get some figures together before the next Commissioners meeting then the next step could be taken.

Ed Thornburg Surveyor- Telephone issues

Ed Thornburg stated a few weeks ago he had requested caller ID and call forwarding for his office since he does not have full time help. He contacted Steve Kasper our representative who contacted Frontier. Kasper found that the call forwarding was already in the price we were paying and needed to be activated.

The caller ID would cost \$9.00 per month additional. A week later Kasper sent the Auditor a bill for \$47.50 for making a phone call to Frontier. Thornburg stated he had been willing to pay for the \$9.00 out of his budget but found out that the courthouse already had caller ID and no one there had to pay for this. Telecom is the company that will need to come in and evaluate the phone system at the RCFD building since they manage three county offices. The trip charge and fix to the system will cost around \$300.00. With the budget constraints, I am willing not to pursue if Commissioners don't feel this was worthwhile. I can't afford to pay the \$300 out of my budget. Mary Ann Lenkendorf stated she had asked Ed to come and present the request since the \$300 could be paid from the Commissioners budget line. Gary Girtton asked if every time something needs changed do we have to have someone come and fix it. Ed Thornburg stated that was correct. Lenkendorf stated until this happened we did not know that Telecom existed because Daggett & Collins had always been called for any problems in the courthouse and they are local. We just assumed it was the same for the other building. Gary Girtton asked if we had a retainer fee for Telecom. Jessica Olson stated it looks like they are being paid as needed. Commissioners asked if Telecom comes to work on the system would that take care of the other county offices in that building. Thornburg stated he is unsure and wouldn't know that until they come to work on the system. William Terrell stated he thought Telecom should be able to give an answer whether changing the system applies to just your office or all four offices. Commissioners wanted to know this before agreeing to the charge. After additional discussion, Michael Wickersham made the motion to allow Ed Thornburg to spend the \$300 with Telecom to fix the phone system in his building providing that it will include all four county offices. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Beverly Fields, Assessor- claim for food allowance \$72.43

Bev Fields stated that May 13-17 George Caster Chief deputy Assessor attended an IAAO class in Indianapolis. While there he accrued meal expenses of \$72.43. Out of that amount, \$22.99 was denied. The \$22.99 was from a receipt at Wal-Mart where he purchased items to make sandwiches at lunchtime. Caster did not turn in any lunch claims. Jessica Olson stated it was not denied but State Board of Accounts stated that in order for this type of claim to be approved Commissioners would have to approve this. Michael Wickersham made a motion to approve the claim of \$22.99 for George Caster. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Gary Girtton asked the Assessor about the e-mail from Micah Vincent at DLGF showing the data review is past due. Bev stated she wasn't sure what he was reading because she had the confirmation that everything in our County has been approved. Mary Ann Lenkendorf stated that a weekly e-mail goes out to everyone but it doesn't mean our county is behind. The e-mail is for all counties that haven't reached the deadline. Girtton stated he could not find anything on the e-mail specific to Randolph County. Lenkendorf stated if that were the case you would receive another e-mail just specific to our county.

Regular Claims \$356,441.96 & Payroll Claims \$195,923.26

Gary Girtton made a motion to approve the regular claims of \$353,441.96 and payroll claims of \$195,923.26. Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

Minutes of April 15, 2013, Executive meetings of May 20th & May 23, 2013

Michael Wickersham made a motion to approve the minutes of April 15, 2013 and executive meetings of May 20 and May 23, 2013. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

SRI amendment

Mary Ann Lenkendorf stated that SRI is doing an addendum to our annual tax sale agreement. SRI wants to charge an additional \$5.00 fee for a total of \$75.00 for each tax sale parcel in 2013. This amount would revert to previous years starting in 2014. The additional \$5.00 is for notifying mortgage companies of properties in tax sale. Michael Wickersham made the motion to approve the addendum with SRI. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Edit Claim- Cockerill & Cockerill for legal services \$295.00

Gary Girtton made a motion to approve the claim for Cockerill & Cockerill from the edit fund for legal services in the amount of \$295.00. Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

Additional Appropriations-

Val Gibson was present for the Health Department. She explained the \$4,480 and \$13,800 is for the reimbursable preparedness grant. She didn't think the figures were right. Jessica Olson stated that was what was on her paper. Gibson stated \$19,000 is for group insurance. They had not anticipated the employee turnover so a family and single plan had been added. The vaccine line was unforeseen expense since they no longer receive money back from the company. Travel and mileage is mainly from the prior health nurse for the first part of the year and she is no longer on the staff. In April, the whole nursing staff left and a brand new nursing staff came in. They will need to be trained. Michael Wickersham asked if the \$1500 in mileage was for just the nurses. Gibson stated that was for the whole office. The cash balance for the health fund is \$148,628. The other fund is the preparedness grant and is expensed from rainy day, then reimbursed. Michael Wickersham asked if the travel/mileage amount would last them for the rest of the year. Gibson replied that it would. Gary Girtton made the motion to approve the additional appropriations for:

Health Dept \$19,000 Insurance

\$6,000 vaccine

\$1,500 travel/mileage

\$4,480 supplies

\$13,800 equipment

Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

For Review-

The Commissioners reviewed the following items with no action being required.

IDEM- air permit Frank Miller Lumber

IDEM –air permit Cast Metals Technologies

Soil & Water minutes

Comp Time discussion

Paula Albin payroll clerk was present. Mary Ann Lenkendorf stated that Council had asked our office to compile the outstanding comp time hours for everyone in the county. The sheets have been provided to you are based on what Paula has compiled. Michael Wickersham asked how far back the comp time started. Albin stated the comp could go back to the employee start date. The cut off time included a total amount of comp for each employee. Michael Wickersham asked is there no way for us to determine the date when this started for each employee. Albin stated that each department would have approved and recorded their comp time within their department. When discussing the number of hours at the sheriff's department, Ken Hendrickson stated their emergency hours max is 480. Hendrickson stated they try to keep the comp hours below 400. In the case of emergencies, I can't just pull someone off the clock. Training hours are also mandated and that is another problem. Gary Girtton stated he understands but this has become an issue. We certainly shouldn't be looking at the total number of hours that is on this sheet. Mary Ann Lenkendorf stated since this issue has come up all departments are reporting on a monthly basis the total number of comp hours. Mary Ann stated she did receive a form from Fayette County they use which is being signed by the department head and employee when requesting comp time. Gary Girtton stated he believes that any comp time that can be scheduled ahead should be done that way with the form. He realizes emergency personnel wouldn't know when they could work over but there could be some cases where they would. Ken Hendrickson stated with the caseloads we have right now I could use another five deputies. Jessica Olson stated that we would like to see the thirty days to use the comp time moved to ninety days in the new handbooks. It is not realistic in most departments to use the time in thirty days. Girtton stated he understands but believes something needs to be established to follow. Girtton stated the first thing is to develop the handbook policy and then the paper work that will be used. As Commissioner's we are going to have to establish how we want to handle the appointed personnel. Wickersham stated I feel there should be some sort of check and balance prior to the completion of the handbook. Gary Girtton still wanted to know on a monthly basis what departments are accumulating or using comp time. Meeks Cockerill stated he would like to get the handbooks back and then implement the comp/overtime form. Meeks stated you should not have to pay all these hours completely out. He would like to pay the eight individuals down to the 240 hours then talk with each department about taking their time off to get this under control. Jessica Olson stated she would like to pay far enough back so that each pay our office does not have to pay someone out again that is going over the maximum. Meeks stated that is would be good to get the dollar figures for the 220 or 200 hours. He believes there could be an issue for people that might be paid under the 240 hours. Meeks directed that Paula Albin get the number of hours for 220 or 200. A percentage figure could be used if Commissioners decided to pay all employees a portion of comp time. Commissioners decided to keep using the monthly sheet in order for them to compare the comp time from one month to the next.

Citizen Comments

Jim Wallace, Winchester stated he had been talking with individuals and wanted to know why the time for the wind farm meeting on June 4th was selected. This meeting should be for the public's benefit. Instead of holding the meeting here at the courthouse why can it be held somewhere else and maybe in the evening. Meeks Cockerill stated that meeting is a County Council meeting and Jim would need to ask Council. Cockerill stated the meetings are held here for the purpose of recording.

Gary Girtton stated he had talked with Jake Donham about the courthouse roof that still has leaks even with the change in the flashing. Donham was hoping to get the roofers here on a regular basis when it has rained.

Girtton also reported on the progress of the drain issue at the RCFO building. Jake would be going to Council tomorrow for approval of the expenditure from cum cap to go ahead and fix the problem with the pipe. Jake is also talking with individuals on fixing the rest of the drainage at that building.

Girtton stated the Commissioners will need to come up with the plan for the State EIDD meeting. Girtton stated we need to sit down and work on this in the next seven days along with Greg Beumer since there is a deadline. Commissioners established a date for a special meeting of June 12th at 9:00 AM to consider economic development projects and for the county to participate in any newly formed entity that replaces EIDD.

Girtton also asked the highway department how the ADA plan was doing and what could we do to help it along. Kevin Slick stated they would be talking about it at budget time and the projects would depend on what funds could be available.

Adjournment-

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

Reviewed and signed this 15th day of July, 2013.

RANDOLPH COUNTY COMMISSIONERS

William H. Tread

Michael Powell

Greg Houten

ATTEST: Mary Ann Lenkensdoler
Mary Ann Lenkensdoler, Auditor of Randolph County