

Randolph County Commissioners

July 1, 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.

Pledge of Allegiance

William Terrell, President presided over the meeting.

Greg Beumer- Randolph County Economic Development

Greg Beumer stated that Culy Contracting has created more than ten new jobs in the past six months and is asking that the county convert the \$30,000 to a forgivable loan. William Terrell asked how many forgivable loans we have. Beumer stated there are three others and the Culy amount was loaned in March, 2013. Terrell asked if the jobs had to be retained for eighteen months. Beumer stated that was correct. Beumer stated that he came here today because there is a set number of jobs for each company and Culy has already reached their amount per the promissory note. So today the loan I am asking that the loan be forgiven and that requires a letter being sent to the company. Culy's work is somewhat seasonal but it appears these jobs are permanent. Gary Girtton made the motion to forgive the \$30,000 loan for job development to Culy Contracting. Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

Beumer also reported that Matt Hart of Hauser Trucking asked if the County would allow them to purchase the building through a lease to purchase arrangement. He has talked with Meeks and it would require some investigating but thought it had been done one other time in the County. Beumer would like to move ahead with the appraisal process. Meeks Cockerill stated to start the process any municipal sale would require two appraisals. Meeks said Beumer would be talking with Hauser Trucking to see if they want to proceed on. Michael Wickersham made the motion to allow Greg Beumer and Meeks Cockerill to proceed with a possible sale of the former F Systems building. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Wickersham asked if there would be a way to get the former Carson Laser building grounds mowed. Meeks Cockerill stated he had information from a seminar that there is a Good Samaritan law that would allow a neighbor or in this case the county to go in and mow the property. Wickersham wondered if the tax sale buyer would want to do this. If not I would like to see the county go and mow the property.

Jeff Nemeth- EDP wind project

Jeff Nemeth discussed the road use agreement. In the road use agreement we would identify what roads could be used for heavy haul and which roads we couldn't use. The agreement would tell how they were to bring the roads back to after construction. The company is proposing a formula on a per mile basis based on the type of road and pay that amount to the county to fix the roads afterward. It would be fully under the county's control. Meeks Cockerill asked if there would be any preconstruction to those roads. Nemeth answered sometimes there is work done. Before we would enter any roads there would be a survey done of all the roads that were agreed for us to use. We would work with the County highway supervisor. Nemeth stated they could work out how those payments would be paid to the county. We did this in the State of New York. Michael Wickersham asked how do you determine the cost prior to the repair being done. I would view this way as being more risk to the County. Nemeth stated they would work with the highway supervisor and Commissioners to develop the formula to handle the concerns. Danny Love stated he believed the County could run into more costs on the backside. Nemeth stated they wanted to put this offer on the table and give you a choice in how you want to do the process. No decision needs to be made today. Dan Love gave details on how a road is built. Nemeth stated they were in the process of developing the roads that will be used. The road use agreement can state exactly how you want to handle putting the roads back. William Terrell stated Commissioners would take under advisement.

Dan Swift- RICOH- presentation

Dan Swift handed out information on what services his company provides. He would like to offer solution services for equipment, phone or technology. Swift stated their company is the sole provider for the OneIndiana program. There is no bidding process required, no late fees or property tax is required. Michael Wickersham asked if Swift was asking for all items listed on his presentation. Dan Swift stated he was inquiring whether the County was looking to do any major computer issues. Swift stated sometimes with older equipment you can get into newer equipment easier the way the State has designed this. He would like to start looking at initial solutions for equipment. Michael Wickersham stated that if we were going to do this we would like to discuss it with the department heads first. Swift thanked Commissioners for their time.

Joe Sheets, Modoc Town Marshall- fuel purchasing from county

Joe Sheets, Modoc Town Marshall stated that purchasing locally is costing the town an additional twenty cents per gallon. They are currently using approximately sixty-five gallons per month and there is an additional two hundred forty dollars each month. The town would like to find ways to save some money in gasoline and use the extra dollars on equipment. William Terrell stated he thought they would be better served to drive to Losantville instead of the county barn because they have the self-service that runs twenty-four hours per day. Sheets stated he had talked to the owners of the Losantville station and they offered ten cents off the price because the town would not pay sales tax. Danny Love, highway stated the price for gasoline is \$3.08 and anyone purchasing from the County pays a nickel more. Sheets stated that long term the town could be saving money if purchasing from the County. He makes trips to Winchester once or twice a week. Other times Sheets stated he could purchase from the station at Losantville. William Terrell there had been problems in the past by Modoc not paying the bills and he was still leery of putting the County at risk. Gary Girtton stated that we should do a better job of trying to lower the costs for the towns. Gary Girtton made the motion to allow Modoc to purchase fuel from the County highway. Michael Wickersham seconded the motion. 2 aye votes cast. 1 nay vote from William Terrell. Motion carried.

Jake Donham- Maintenance agreement for HVAC system

Jake Donham presented Thermal equipment services agreement. Thermal equipment services have service checkers to diagnose problems before they happen to the HVAC system. They would run tests twice a year, which would check the air conditioning and heating. Jake had talked with another company but they wouldn't be able to do the detecting of potential problems like Thermal Equipment. Jake has dealt with Thermal Equipment and believe they do a good job. He has the money in his budget to pay for the maintenance agreement. Service techs are located throughout the State. Michael Wickersham made the motion to approve the maintenance agreement for Thermal equipment services. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Gary Girtton asked where we stood with the work at the RCFFO building. Donham stated that he had been in touch with Royce Myers and he is planning to start work on the drainpipe later this week. Jake offered to be there with Myers when he started the job. Donham also stated he had been in the courthouse checking for leaks on the roof and there are still 6-7 leaks. The flashing was not installed correctly but that has been fixed. Not all the flashing was replaced but the roofers fixed the ones that were the worse. Girtton also asked about the weather stripping on the wood doors and wondered if they were adequate. Jake stated that so far that seemed to fix the problem. Gary Girtton asked if anyone had looked into the unit at the RCFFO building. Jake stated that Bob Taylor had done a survey on that building but it was quite costly to fix. Girtton stated that if something is not addressed there could be deterioration of the structure and we can't let it go on. Meeks stated that cum cap could be used to fix the building. Girtton asked about the EMS building and the air exchanger. Donham stated he had talked with Council and an engineer had been in to look at the problem. There was also another company asking for the prints but he was waiting to hear back from one of them.

Fred Hoffman- IT dept. -- server backups

Fred Hoffman IT department told Commissioners that the county servers have no redundancy. There are several systems used every day that has pertinent information and no back up. Some of the data would be lost if something goes down. The Recorder's system and judicial tracking systems are backed up daily on tapes. If one of those servers crashes it could be rebuilt but it could take days to reconstruct. Hoffman had been talking with VIA about building a virtual system. In simpler terms, the backup system would run parallel to the existing server. If something would happen to the original server, that server would be taken down to be worked on and the backup systems would be brought in to run the program. The final part of the proposal is to create an offsite backup system. There is a small server room in the RCFFO building to hold this. There are currently 14-15 servers in the jail basement. If doing this proposal it would eliminate nine of those servers. This is something that needs to be done within the next couple of years because the County could be at serious risk if we would lose the data. There are three phases and Hoffman would like to do Phase I and II. The total cost is \$37,000 for all three phases. William Terrell asked if any of the money had been put into the budget. Hoffman stated there is a new line created for next year in order to track the expenses. That would take two or three years to finish. Meeks Cockerill stated there is still money in the courthouse renovation fund and there could be a percentage taken out for just the courthouse servers. Hoffman stated ninety percent of the servers are for the courthouse departments. VIA is the company that set up everything in the courthouse renovation and has worked with the County for sixteen years. Wickersham stated he knew of other counties from attending conferences that already have virtual systems. Hoffman stated this program would be a safer, more efficient and simpler. Michael Wickersham asked how long it would take to transfer the data to a backup system at the old hospital. Hoffman stated it would be instant with the fiber that has been installed in the county. William Terrell stated that courthouse renovation could fund ninety percent of phases I and II. Hoffman said he could possibly pay the \$2600, which is the remaining ten percent from his computer budget for this year. Gary Girtton made a motion to approve funding \$23,688.90 from the renovation fund for phases I and II; \$2632.00 from the Fred's budget and the remainder for phase III from the 2014 budget. Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

Chris Lay- First Merchants Insurance- insurance renewal

Chris Lay, liability insurance agent was present to give Commissioners a report of renewal. The first item with workman's compensation, received a twenty-three percent credit for renewal. Airport liability is due on a different date in September than the rest of the county's property. The property and liability

costs have stayed constant even with the courthouse renovation showing an increase over the past four years. Unfortunately, claims have become a problem for the county as to the frequency and severity. There have been storms as well that have destroyed things. The price of insurance rates has risen 168 percent over the past four years. Chris had provided a worksheet to help the Auditor's office work numbers for the budget. In the original proposal, the deductible was set to \$50,000 per occurrence and Chris worked to get the deductible reduced to \$10,000 per occurrence. In looking at the two deductibles, he averaged the premium with \$10,000 and with the \$50,000. Cost of the premium for the \$10,000 deductible is \$246,934 and \$50,000 is \$186,776. Michael Wickersham stated he didn't believe that the county should be inclined to go with a \$50,000 deductible. Meeks Cockerill stated the hard cap per claim for the county is \$700,000. Chris Lay stated he has been trying to get other carriers to give a quote on the insurance to get a lower premium. He knew that there would not be anything in writing by July 7th and if he would receive other options, it could be the first of September before that would be available. Meeks stated that he felt that the Commissioners would want to look at other options but would need to renew right now due to shortness of time. Jessica Olson answered the question that in the current 2013 budget the liability line is \$240,000 and in 2014 the budget has been increased to \$330,000. There was a new line added to 2014 budget for the deductibles and that amount is \$100,000. This would not include any \$10,000 deductibles that would happen in the rest of the year. Michael Wickersham made a motion to renew the current property and liability insurance at a premium of \$246,934. Gary Girtton seconded the motion. All aye votes cast. Motion carried. Chris Lay stated he would be reporting back to Commissioners.

Jessica Olson-Chief Deputy Auditor-Commissioner 2014 budget

Jessica Olson, Chief Deputy Auditor went over each line with Commissioners for their 2014 budget. The discussion included the changes from the previous year. The following line items were discussed. Jessica stated that all salary items included a five percent increase in wages. Michael Wickersham stated that he was not comfortable in recommending a five percent increase. Jessica stated that all departments have put in for that percentage raise and if for some reason you would not include it once it is advertised that amount could not be increased but it could be decreased. You could deal with it with additional appropriations if you did not include one. William Terrell stated he would like to leave the salary as it is and let Council deal with decreasing it if they want.

Jessica had asked Phil Silvers to come to the meeting because line 12903 is being increased to bring a position to full time. Silvers lost two full time janitors and would like to add one employee back to full time. The current part time janitors work 21 hours per week. Wickersham asked how many hours it took to clean the building. Silvers stated that was hard to say because they were doing the best they could with what we had. There are certain items that just don't get done with the staff they have. Michael Wickersham would like to leave where it is right now for the next ninety days to six months and then see what the needs are for the building. Maybe there could be shared personnel time between the courthouse and RCFO. Gary Girtton would like to see a time study done to see where we are going. William Terrell stated he doesn't think the 21 hours per person is enough. He thought one person should be made full time and wouldn't want to see that building become like the courthouse before it was renovated. Silvers stated he wouldn't have put this into the budget unless it was needed. Wickersham stated if you would give each part time person an additional seven hours per week that would be the same as having a full time person. It would be less expense to the County. Jake Donham stated that he had a part time line in his budget that hasn't been used and possibly he could hire a person to come in to work the courthouse and RCFO building to help catch things up. The amount in that line is 21 hours per week. Gary Girtton stated he doesn't have enough information to make a decision without a study being done. Wickersham stated he would still like to recommend to Council to allow each employee to work 28 hours and if the Council doesn't approve then it could be withdrawn to 21. Michael Wickersham made the motion to increase the two part time custodial at the RCFO building from 21 hours per week to 28 hours per week. Gary Girtton seconded the motion if a time study is provided. All aye votes cast. Motion carried.

Olson stated that she has inserted a new line for Hep B/vaccine for jailers or other county employees that may be required to have a vaccination for Hepatitis B.

Jessica stated that Dan Kirtley and Jim Byrd (4H Inc.) were asked to come in and talk about their portion of the budget. Michael Wickersham stated the mowing costs were going up a lot from \$1,000 to \$4,400. Kirtley stated they were trying to get the line back to where it was four to five years ago because it still costs a lot to keep the fairgrounds mowed. The mowing is contracted. The line 38900 4H clubs is used for the buildings and grounds maintenance. Kirtley stated that would be for any leaks, painting, etc. Even though it looks like more of an increase, it is what we asked for last year in the budget. Jim Byrd stated it was his opinion and of the board this is something that Commissioners invest money in and all individuals in the county have the opportunity to utilize. It is an excellent program for the youth and it is a good return of the investment. Commissioners left the requested 4 H amounts as presented.

Jessica stated the Countryside care is the county home property and the farm ground. The increase in the budget from \$20,000 to \$30,000 has to do with the property taxes that are now being assessed due to receiving rental from the farm ground. There is over \$5,000 being assessed for the taxes. The contract with Scott Moore has been increased because the county pays half of everything and all the farm expense is increasing.

Line 32000 telephone expenses were reduced from \$50,000 to \$35,000 since the costs have been reduced from the new courthouse telephone system that is in place.

Line Item 34101 liability insurance was increased to \$330,000 to cover the additional costs of the liability premium. Line item 31702-titled law settlement/liability claims includes 10 claims for a total of \$101,000.

Animal shelter line was set to \$45,000 for the \$1,000 increase per year.

Copier expenses have gone up because more departments have been leasing new copiers.

The 2014 amount requested was put in the budget for Lifestream Services of \$14,031. Commissioners decided to let Council decide if they wanted to fund the full request.

Commissioners wanted to leave line item 41101 of server room upgrades at \$10,000 for 2014.

Wickersham wanted to make sure there was off site backup. William Terrell thought the amount should be raised to \$15,000. Wickersham and Girtton thought the \$10,000 would be adequate.

Michael Wickersham made the motion to approve the Commissioner budget with the adjustments that were presented. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Val Gibson, Health department appropriations

Valerie Gibson stated the \$1530 is from the preparedness grant and is appropriated in rainy day.

Michael Wickersham made a motion to approve the Health Dept. Supplies of \$1,530.00. Gary Girtton seconded the motion. 3 aye votes cast. Motion carried.

Gibson stated that she is trying to get things appropriated in the Health Trust for eighteen months because the State is going to move the Trust to a calendar year instead of a fiscal year. The funds come from the tobacco settlement. Gibson has an e-mail that the new grant has been approved but the funds have not been received yet.

Michael Wickersham made a motion to approve the Health Dept Trust – Clinic Clerk \$7,200.00

Soc. Security	\$446.00
Medicare	\$104.40
Office Supplies	\$1,000.00
Clinic Supplies	\$1,000.00
Utilities	\$1,300.00
Server maintenance	\$3,000.00
Training/School	\$4,344.00

Gary Girtton seconded the motion. 3 aye votes cast. Motion carried.

Regular Claims \$445,123.52 and Payroll Claims \$272,895.17

Michael Wickersham made the motion to approve the regular claims \$445,123.52 and Payroll claims \$272,895.17. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Minutes of May 20, 2013

Gary Girtton made the motion to approve the minutes of May 20, 2013. Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

4-H fair request for care flight demonstration

Ken Hendrickson stated he had been talking with 4-H about a care flight demonstration at the county home during the 4-H fair. They wanted Highway 27 shut down for two hours and we cannot shut down a major highway or take on the liability. I told them if they wanted to move it on the 4-H side he could shut down a county road. We didn't get into the overtime issue or payment if they need additional officers.

Discussion was made about the having the helicopter land close to the Antique tractor area if there was room there. Michael Wickersham stated our response to the letter should be that we cannot approve the request they are asking for and let them decide if there is an area for the helicopter to land on the 4H side. Even if 4H would get a permit to close Highway 27 Wickersham wanted to know who would be policing people's safety in crossing the road.

Gary Girtton made a motion to deny the request to land the helicopter at the county home and suggested that they consider moving it to the south side of the 4H grounds if possible. Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

Additional Appropriations:

Ken Hendrickson stated the funds are used to purchase equipment from fees collected. The cash is in the fund and needs appropriation to be used.

Gary Girtton made a motion to approve the additional appropriation for the Sheriff's Dept. – Sex & Violent Offenders Register fees (equipment) for \$3,500. Michael Wickersham seconded the motion. 3 aye votes cast. Motion carried.

Dan Love, Highway stated that the additional appropriation is cash on hand for paving and chip and seal.

Michael Wickersham made a motion to approve the Highway Dept. for Land Host Fees \$323,281.33

Wheel tax \$546,657.02

Gary Girtton seconded the motion. 3 aye votes cast. Motion carried.

Other items:

Meeks Cockerill read into the minutes the questions concerning wind farm projects that were requested by Barbara Sha Cox and answered by Jeff Nemeth of EDPR.

Are there any special features on the wind turbines for fire suppression? Do you know if the local fire department would need any special equipment to handle a turbine fire or any fire suppression or special equipment needed at any other facility you might have?

Answer: Currently Vestas does not have a fire suppression system installed in the turbines. In the case of a fire, the local fire department does not fight the fire. Prior to operations, the site manager will meet with the emergency services and provide detailed information on how to proceed in the case of a fire.

Generally, the fire department establishes a safe perimeter around the turbine – to keep bystanders back – and put out any brush fires that may start.

When do you expect the site maps to be available?

Answer: As mentioned, I have a preliminary map showing turbine layout, substations and transmission line. I would be happy to meet with the board(s) and review the maps with them.

I know our ordinance addresses this problem, but in case of telephone or TV interference, what is the company's protocol and have you experienced this problem. How often does that occur?

Answer: We have had some individuals that are still using antennas have issues with TV interference. When this happens and it is brought to the attention of EDP&R, we have a SOP for addressing these concerns. Mediation of concern is handled differently for each case. It does not occur very often at all.

The issue of insurance arose, we can answer the issues arising in the road use agreement and decommissioning agreement, but the issue of liability insurance for personal property also arose. Are there any requirements as to liability insurance in your lease and if you have one can you share that with us? Also I assume that you have general liability insurance for the vehicles is there any other insurance you might have that you could share with us so we can pass that along at our next meeting.

Answer: Under the Lease, we are required to carry a broad form of comprehensive coverage policy of public liability insurance against loss or liability caused by us in an amount not less than \$5,000,000 combined single limit coverage per occurrence, accident or incident. The landowner is named as an additional insured under such policy. In addition to the general liability policy, EDP&R is also maintains standard commercial policies including property, automobile, and meets all statutory Workers' Compensation requirements.

What about ice? I know this may be the obvious, but it needs to be asked.

Answer: Turbines have sensors that recognize when ice is building up on the blades – typically because of the weight – and will automatically shut down. Once the ice has thawed, the turbines will restart themselves or be triggered manually. Ice typically falls directly below the turbine.

How many fires has the company experienced? This could be an annual number, a life of a farm number, or a percentage.

Answer: Our Company has only experienced one turbine fire, which happened this year. We have 29 wind farms across the United States, with 2162 turbines and can operate 24 hours a day, 365 days a year. The oldest wind farm we own and operate is nearly 13 years old.

Meeks stated there was one other question not addressed in the e-mail. Is there any special training that the APC director or building inspector would need. Meeks stated he talked with Jeff Nemeth and Nemeth stated they didn't believe there was any special training needed. Meeks wondered what would happen if that did arise. Meeks stated there will be fees received by both of these departments so any training could come from those funds.

Michael Wickersham stated he felt EDP&R did a good job of answering the questions.

Mary Ann Lenkendorf brought a request from Chris Shaneyfelt that needs a sign off from Commissioners on his performance grant. Commissioners asked that he attend the next meeting to answer any questions before signing.

Mary Ann also needs the Commissioners to sign the job description questionnaires for the departments they appoint. Michael Wickersham made a motion to have the Commissioner Liaison review and sign the questionnaires for their respective departments. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Michael Wickersham stated he would like to get on a bi-weekly compensatory time reporting with the department heads that Commissioners are responsible for. The thirteen departments reporting had balances dropping by five days. In talking with the Auditor's office there is some concern four or five departments are accruing faster than they are using their days. Those departments are EMS, Airport, Probation, Superior Court and Prosecutor's office. I did e-mail all five offices and asked if there could be someone else within the department that could cover so the time could be taken off. He did hear back from one of the departments that stated they will not exceed the 240 hours. Wickersham stated he believes that the departments are trying to work with us to not create a problem. Mary Ann Lenkendorf stated that there were individuals that were paid down to the 220 hours and after the special meeting in June thought, they did not have to take the rest of the time off if they stayed at the 220 hours. I don't

believe that was your intention, but some people were thinking differently. William Terrell stated he had talked with individuals that wanted to keep around the 220 hours because if they had a medical problem and needed to be off they wanted a paycheck. Gary Girtton stated but that was not our intent and the new handbooks will be addressing that. Wickersham stated the hours just need to be reduced.

For Review:

The following item was reviewed with no action being taken.
Soil & Water minutes

Citizen Comments

John Reese, Lynn asked who supplies the gasoline to the County. Dan Love answered that Harvestland was selected due to being the lowest bidder. Jim Wallace, Winchester asked what the amount was for the maintenance agreement Jake Donham presented. Gary Girtton stated the amount was \$3,355.73. Wallace stated that illegal immigration in this country would eventually have amnesty for their entire family with current proposals. Does Randolph County know how many illegal immigrants are in the county and how many are employed? Do we have the safe guards to keep the illegal immigrants out? Meeks Cockerill stated he has no idea. There is a legal process that goes through INS. Wallace believes that it will happen since there will be a lot more coming into the county. He believes that we need to educate ourselves of what is coming down the road. Todd Longfellow, Union City asked of the individuals that have the 220 hours how would they be paid if they would retire. Meeks Cockerill stated that the individual would be paid out in a lump sum upon retirement from their line item and a new person could not be hired and put into that line item until a start date was determined.

Adjournment

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

Reviewed and signed this 3rd day of September, 2013.

RANDOLPH COUNTY COMMISSIONERS







ATTEST: 
Mary Ann Lenkensdofner, Auditor of Randolph County