

## **Randolph County Commissioners**

March 3, 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 Lenkendorfer, Sheriff Ken Hendrickson and County Attorney Meeks Cockerill.

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Pledge of Allegiance

Michael Wickersham, President presided over the meeting.

### **Greg Beumer, Beumer Consulting-OCRA Reports**

Greg Beumer stated that he had a modification request for the OCRA grant for the YMCA daycare center project. The YMCA is currently serving 107 children which the original goal was for 93 children. We have now exceeded that goal. When the application was applied for, we had to do a survey of all the families that were utilizing the Brown Street facility. 68% of those families were in the low to moderate income. In the application we used 65% for the low to moderate family income. The last survey came in at 60%. OCRA has asked us to modify this down for the next five years, now that the project is very near closing out. We will need to report to OCRA that we are obtaining the low to moderate income goal. The modification request is to lower our grant from 65% to 55% for low to moderate income families. William Terrell asked about the amount of employees hired at the YMCA. Greg Beumer didn't have this information. He said the YMCA would have hired ten people to meet the state requirement for 107 children. Beumer stated he would get the information to the Commissioners. Gary Girtton made a motion to approve the modification of the OCRA grant for the YMCA. William Terrell seconded the motion. All aye votes cast. Motion carried.

Beumer stated he is helping with the sub-recipient report for the Union City Help Center. When the paper work was presented previously there were some questions. Michael Wickersham wanted to know what the Commissioners were certifying. Beumer stated the Indiana Office of Community & Rural Affairs stops at the help center on an annual basis to make sure it is achieving it goals. The number of beneficiaries is 1728. William Terrell made a motion for the President of the Commissioners to sign the sub-recipient report. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

### **Kathy Beumer-Memorial brick committee-dedication**

Kathy Beumer stated the memorial brick committee which was originally the Raise the Roof Committee is planning a dedication ceremony on May 17, 2014. The committee would like for the Commissioners and Council to be at the ceremony. My first request would be to be able to use the foyer of the courthouse for breakfast starting around 9-9:30 a.m. There could possibly be around 100 people attending. My second request is asking for some of the offices to be open. This would be the same weekend of the Winchester's Alumni Association banquet and some of the alumni are home during this time. It would be nice for the people to see what has happened in the courthouse. We realize that we may need a volunteer to be responsible for that office. The money in the account that is left over after buying the bricks will be kept at the Community Foundation for renovation of the courthouse. Some of the money was used for one of the faces on the clock tower. We would like to set up on the afternoon before the event. On Saturday we could be out by noon. Michael Wickersham stated he didn't have any problem with a breakfast in the foyer. Wickersham would like for Beumer to check with the office holders to see if they would be willing to do this. William Terrell stated that we will need to check with Jacob Donham to have the doors open and secure it after the dedication. William Terrell makes a motion to allow the brick committee to hold a breakfast in the courthouse foyer. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

### **Dan Kirtley, Purdue Ext. Educator and Gordon Jackson-4H update**

Kirtley stated that he would like to thank the County for the support of the 4-H program and Extension Service. Our annual Extension Advisory board meeting was held and he passed out a report. Kirtley stated the report shows how much we are a valuable educational resource for the county. Gordon Jackson passed out a 4H summary to Commissioners. Jackson also wanted to thank the Commissioners for their support on the 4-H. This year the county fair will be July 19-24<sup>th</sup>.

### **Bill Davis, Journey Home- front door signage**

Bill Davis stated that he was there to get approval for new signage at the Journey Home. Right now we get people coming in and asking for other offices. The sign would match the existing lettering on the building. Underneath the Journey Home words would be in smaller letters approximately 5" veterans shelter. I would also like to have signage closer to the front walkway leading up to the front door. The signage will be paid for from the Journey Home funds. William Terrell made a motion to approve new signage at the Journey Home with similar letters. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

### **Jake Donham- County Home Mowing Contract and EMS quotes**

Jake Donham stated he has the county home mowing contract for Bert Smiley. Smiley is mowing approximately 3 acres. He trims and does the debris blowing from the sidewalks for \$90.00 each mowing time. The amount is the same as last year. William Terrell made a motion to approve the President to sign

the mowing contract with Bert Smiley for \$90,00 an occurrence. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Donham stated he had an engineer company come and do an evaluation on the EMS Building. The main concern is getting an air exchanger in the engine bay side. I contacted five contractors and only two came back with a quote. One quote was from Bader Mechanical from Richmond. The total package was right at \$45,000. The second quote was from Salyer Taylor Inc. of Muncie. Both companies are going by the evaluation done by Vector Consulting. Saylor Taylor already does quite a bit of work with the County with no problems. The extent of the work is the same from both companies. Michael Wickersham questioned the wordage on the quotes. Bader Mechanical is replacing duct system and Saylor Taylor has duct work alterations. Donham stated that he couldn't answer that but I am not sure they can really alter anything unless they change it. They cannot alter it without replacing. The main concern on the duct work is in the main trunk line in the attic. It had a fiberglass duct board. In the evaluation they recommended we do away with that because of the fiberglass particles becoming airborne. They are going to exchange it for a steel duct in the attic area. Michael Wickersham stated the other big difference is the exhaust fan installation. Bader Mechanical talks about a side wall intake damper along with carbon monoxide sensors. Wickersham's has concerns with the two quotes. One has the cost at \$10,000 versus \$18,000 for exhaust fan installation. Wickersham wanted to table this until Salyer Taylor can explain what we are getting for the \$10,000. If Salyer Taylor can basically do the same as Bader Mechanical then Wickersham would be in favor of the lesser bid. Donham stated he will take this request to the Council tomorrow. William Terrell made a motion to tentatively approve the quote from Salyer Taylor so Donham can go to Council tomorrow. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

#### **Laura Martin, Clerk- approval of polling places**

Laura Martin stated that she needed approval of the county polling place. In Union City the Ohio Valley Gas Company building is closed and I would like to move this polling place to Hoosier Place. I have gotten approvals for all polling areas except Hoosier Place. The change is putting both precincts for Union City at Hoosier Place. Gary Girtton made a motion for approval of the County polling places. William Terrell seconded the motion. All aye votes cast. Motion carried.

#### **Eric Livingston-Handbook question**

Eric Livingston, airport manager stated there needs to be an amendment in this policy. On page 75 of the standard handbook under the weapon policy it lists that the Randolph County Airport cannot have firearms on location. If you look at the job description list mitigating wildlife hazards which means using weapons. Meeks Cockerill stated in reading it and it says no weapons in the buildings. Eric Livingston stated we have problems in the hangers with pigeons. Wickersham asked Meeks if we could exempt the Randolph Airport Manager and assistant Airport Manager and would that be acceptable. Cockerill agreed that it would. William Terrell made a motion to modify the standard employee policy handbook allowing the Airport manager and assistant manager to carry firearms at the airport. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

#### **Danny Love snow removal contract**

Danny Love presented a snow removal contract for Sausser Excavating. William Terrell made a motion to approve the contract with Sausser Excavating for emergency snow removal and allow the President to sign. Gary Girtton seconded the motion. All aye votes cast. Motion carried

#### **Regular Claims \$770,966.36 and Payroll Claims \$203,232.32**

Gary Girtton made a motion to approve \$770,966.36 regular claims and \$203,232.32 for payroll claims.

William Terrell seconded the motion. All aye votes cast. Motion carried.

#### **Minutes of January 13, 2014; February 3, 2014; and Special meeting February 14, 2014**

William Terrell made a motion to accept all the minutes as presented. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

#### **Airport monthly report**

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

#### **Clerk monthly report**

Gary Girtton made a motion to accept the clerk's monthly report. William Terrell seconded the motion. All aye votes cast. Motion carried.

#### **Comp time report for department heads**

Michael Wickersham stated we had an employee meeting on the compensatory time. The question was does the department heads/elected official we appoint authorize their own overtime/compensatory time and report it to the Auditor's office or do they come to the Commissioners. Wickersham stated he thinks it's appropriate that the department head could approve and send the sheets to the Auditor's office. There would be a record of the authorization and use. It can be verified if there is ever a question. William Terrell made a motion to allow the department heads to authorize their own compensatory time usage and overtime and report that to the Auditor's office. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Wickersham also stated that the handbook requires the Sheriff department to have their compensatory time down to 400 hours or below as of March 1, 2014. They need to use these hours prior to vacation, personal or sick days. Jail personal should be 200 hours and all other personal down to 120 hours. By our last report to eliminate all the compensatory time in the county it would cost \$120,391.02 at the end of January. To bring every employee who is above the set aside hours for compensatory time would cost the

county \$ 14,329.71 by my calculations. The point I am raising is that some of the compensatory time has accrued for many years past. We have with the passing of the new personal policy handbooks given the employees nine months to eliminate a lot of these hours. They could lose an already approved benefit. Wickersham stated he thinks we should consider paying out compensatory time. I am not in favor of paying out 100%, but payout enough to get the hours down to being manageable for the department heads. This would keep employees at the 400, 200 and 120 hour levels for the balance of this year. That gives them the opportunity to work on those hours next year and the years after to meet the reduction. If we reduce the amount of hours by a 75% payout for their required time, 300 hours for the sheriff, 150 hours for the jail and 90 hours for standard employees that would be at a cost the county \$22,552 That would give them a buffer to accrue some hours. I just looked to see if we reduced by 50% that would be 29 employees, making the sheriff staff to 200 hours, jail 100 hours and 60 hours for standard employees would cost \$40,054.65. This change is not to punish the employee but to get control of the compensatory time. William Terrell stated that we shouldn't do anything at this time. We need to monitor the compensatory time to see if they are gaining. If they are gaining and we pay them out we will be right back where we started. Wickersham stated if they do gain then they will be punished by losing vacation and personal days. We have grown \$10,000 from December to January. No decision should be made until the Council has a chance to discuss it. As Commissioners we would only give them a recommendation to spend the funds. Maybe we could give a recommendation to the council around April or May meetings.

#### **Additional appropriations-**

William Terrell made the motion to tentative approve the additional appropriations for Health Dept. Trust fund- Clerk Assistant \$3,118.00; Medicare \$45.00; Social Security \$193.00; Office Supplies \$882.00; Clinic supplies \$1,382.00. Gary Girton seconded the motion. All aye votes cast. Motion carried.

Mary Ann Lenkendorf stated this request was presented to Council last month and expenditure was approved to be paid out of CAGIT shares. This is to replace the XP software on computers since Microsoft will not provide support after April, 2014. Fred Hoffman is afraid we might run into problems down the road and he is just requesting to replace those computers that are in need. William Terrell made a motion to approve the appropriation of \$58, 219 from CAGIT shares for the Auditor's office IT department. Gary Girton seconded the motion. All aye votes cast. Motion carried.

#### **Other business:**

Building Commissioner Status- Michael Wickersham stated he received a call from Dan Rismiller about the building commissioner job. Rismiller has had a change in his personal situation, which requires him to be home during the day. He is unable to take the job as building commissioner. In lieu of the situation that we have appointed two individuals and neither one has taken the job. It would be more appropriate to meet in an executive session to make sure that other individuals are still interested in the position. Commissioners decided to meet in executive session on March 7 at 9 a.m. to discuss the Building Commissioners position.

Mary Ann Lenkendorf stated she brought four copies of the Economic Development Agreement to be resigned for NextEra Wind Farm. The prior documentation was lost.

Meeks Cockerill stated that Camp Yale and the YMCA has reached an agreement according to CeAnn Bales. Cockerill would like to get the authority if it closes in the next week or after to have the president sign the release of mortgage upon the county getting paid. William Terrell made a motion to approve the President to sign the release of mortgage upon payment. Gary Girton seconded the motion. All aye votes cast. Motion carried.

William Terrell would like to bring up that he has had several people that have not been able to get along with the part-time Building Commissioner. He has a mind set on some items that are normally accepted in other counties around but he won't accept them in Randolph. The code doesn't say that it has to be that way. Terrell stated we need to make sure we are going by the code. Michael Wickersham is going to talk to Bill Pearson today to let him know we don't have a replacement yet. I want to check to see if he is still willing to do the job at a part-time rate.

Jake Donham stated he has a follow-up for the Commissioners on the earlier questions for the EMS building. He did contact Salyer Taylor and they are planning on insulating the metal duct work. On the engine bay side of the ventilation system is a similar configuration. They will be using a carbon dioxide detector and also have a manually override. Andy Taylor owner said it is basically like what Bader Mechanical had proposed. On the plumbing they will be configuring it a little bit different than Bader and getting the same results with a cheaper cost.

#### **Citizen Comments**

John Reece, Lynn asked why we pay a current rate for compensatory time when it was a benefit years ago at a cheaper rate. Michael Wickersham stated we do not know how far back it goes back or when it began. We are trying to get a handle on it but the County doesn't budget for overtime. Reece stated he doesn't understand compensatory time. Wickersham stated it is allowable in government in lieu of paying out overtime worked since the budgets do not reflect an overtime amount.

Jim Wallace, Winchester asked what the update is on the county home. Are we going to just let it sit and cost us money? William Terrell stated if we could find a buyer for it we would. Right now the cost to tear the place down would well exceed what we would pay for upkeep for the next five years.

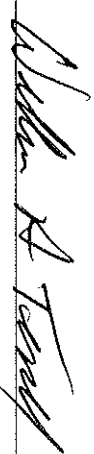
Bruce Hosier, REDC director wanted Commissioners to know the project they approved for the owner occupied housing now has 30 applicants. Most of the applicants are coming from the western part of the county in the Farmland and Parker City area. He stated that Monte Poling gave an introduction of the program to the Lynn Town Board and is really getting the word out. We are anticipating getting to the Modoc and Losantville town boards.


**Adjournment**

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

Reviewed and signed this 7<sup>th</sup> day of April, 2014.

RANDOLPH COUNTY COMMISSIONERS

  
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ATTEST:   
Mary Ann Lenkendorf, Auditor of Randolph County