

Randolph County Commissioners

December 2, 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. Jay Harris represented the County Council.

Pledge of Allegiance

William Terrell, President presided over the meeting.

9 AM –Annual Highway bid opening and Snow Removal Contracts and LPA voucher

Meeks Cockerill, County attorney opened the following submitted bids.

- Irving Materials, Inc.
- Marathon Petroleum Inc.
- St. Regis Culvert, Inc.
- Selking International
- Barrett Paving Materials, Inc.
- Klink Trucking, Inc.
- Great Lakes Chloride, Inc.
- Terry Asphalt Materials
- CPI Supply, Inc.
- US Aggregates
- Asphalt Materials, Inc.
- Stoops Freightliner
- Milestone
- WA Jones Truck Equipment
- AG Best

Michael Wickersham made a motion to return the bids to the Highway Department for a recommendation. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Kevin Slick stated he had a contract from Culy Construction and Excavating for snow removal. Kevin presented Commissioners with a list of prices. Culy's is now two different companies and the cost depends on the equipment used. He said they would like to have a contract signed for both of them in case of emergency. Michael Wickersham made a motion to approve the snow removal contract with Culy Construction and Excavating and Culy Contracting. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Kevin Slick also needed permission to sign off on the LPA voucher on a refund for bridge inspections. Michael Wickersham made a motion to give Kevin Slick the authority to sign the LPA voucher. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Chris Shanevelt, EMA director- memorandum of understanding with St Vincent-Randolph
Chris Shanevelt discussed the modification of the travel ordinance. He stated the State changed Title 10 approximately a year ago to follow the National Weather Service levels. We have been following this but have not modified the ordinance.

Gary Girtton made a motion to adopt Ordinance 2013-20. Michael Wickersham seconded the motion. 3 aye votes cast. Motion carried.

Gary Girtton made a motion that the rules be suspended have a second and third reading and adopted the same day. Michael Wickersham seconded the motion. 3 aye votes cast. Motion carried.

Gary Girtton made a motion for the Commissioners to adopt Ordinance 2013-20 today. Michael Wickersham seconded the motion. 3 aye votes cast. Motion carried.

ORDINANCE NUMBER 2013 -20

AN ORDINANCE TO AMEND ORDINANCE NO. 2010-2, ESTABLISHING CLASSIFICATIONS OF TRAVEL-LEVEL DECLARATIONS LEADING UP TO A TRAVEL WARNING IN RANDOLPH COUNTY, INDIANA DUE TO A CATASTROPHE OR EMERGENCY DUE TO AN ICY ROADS, BLOWING AND DRIFTING SNOW, FLOODING, OR ANY OTHER HAZARD.

WHEREAS: It has become necessary to establish an ordinance to control traffic on County highways during a time of declaration and or emergency because of ice, snow, flooding, or other emergencies.

WHEREAS: The County Board of Commissioners shall declare that a declaration and or emergency exists upon information received from the County Highway Supervisor, the Randolph County Sheriff's Department and the Randolph County Homeland Security/Emergency Management Director. The Randolph County Homeland Security/Emergency Management Director shall be the responsible party to notify the County Commissioner(s) as to their findings and recommendation of the declaration or emergency.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF RANDOLPH COUNTY, INDIANA THAT:

SECTION 1: The Board of County Commissioners may declare one of three (3) declarations or emergencies set out in Section 2.

SECTION 2: There shall be three (3) classifications of travel situations or catastrophes to control county highway use:

TRAVEL WARNING: A state of emergency has been declared by the Board of County Commissioners. Travel and is restricted to emergency personnel. All county roadways are closed, and no one should be out during these conditions. No non emergency vehicle(s) shall be on county roads. Further restrictions may be included in the declaration.

TRAVEL WATCH: Travel conditions have developed that are threatening to the safety of the public. Only essential travel is recommended (i.e. to and from work, for medical emergencies, home necessities, or other emergency situations). Emergency action plans have been or should be implemented by businesses, schools, government agencies and other organizations.

TRAVEL ADVISORY: Routine travel or activities may be restricted in areas because of a hazardous situation (i.e. blowing and drifting snow, icy roadways, flooding, downed trees or poles, etc.); citizens should drive with caution or avoid these areas. Schools and businesses may begin to implement their emergency action plans.

SECTION 3: Any person who violates this Ordinance shall be subject to a Class C Infraction.

SECTION 4: This Ordinance shall be in full force and effect from and after its passage.

SECTION 5: The County will not be held liable for any damage done to any vehicle that has impaired the clearing of any county roadway.

Chris Shaneyfelt stated he also needed a signature for a memorandum of understanding between the EMA Office and St. Vincent Randolph Hospital stating that should a disaster be declared we could utilize their employees to help with the disaster. Michael Wickersham made a motion to authorize William Terrell as President of the Commissioners to sign the memorandum of understanding. Gary Girton seconded the motion. All aye votes cast. Motion carried.

Ted Martin, RC historical society-monument requests

Ted Martin, Randolph County Historical Society member stated he would like to address some items with Commissioners. The Monument was designated as a historical area in 2001 and there have been requests to put up a plaque on the Courthouse yard similar to the Amanda Way plaque. Martin hopes to get donations to help pay for it. The second item is the large crack in the soldier hand at the top of the Monument. This needs to be fixed. The last thing is about stringing lights on the Monument for Christmas. The last time it happened some people felt this was disrespectful. Martin has asked several people their opinions and only one person said they did not like it. There are no electrical plugs currently at the monument, but he would like to have a contractor come and put an outlet in one of the floodlights. There is an anonymous donor to pay for it. William Terrell said he does not have any objections of putting the Christmas lights on the Monument but does not know if we have any funds available. Meeks Cockerill said there is a decoration committee that these requests should go through. Martin stated there is approximately \$4,000 in a private fund that could be used. Michael Wickersham asked if the immediate need would be to put the electrical outlets on one of the lights. If we do that are we giving them permission to put lights on the bottom of the monument. Wickersham was not sure if that should be their decision without the committee. He felt installing an outlet would be a benefit to the County at some point in time. Jake Donham spoke to say that his only concern is if that they have the right paperwork and the contractor is legitimate. Donham asked if the County is responsible for the added uses of electric. Gary Girton made a motion to allow one electrical outlet at the base of the monument under Jake Donham's supervision. Also, have Ted Martin to go to the Historical Committee to sort through the other requests. Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

Mike Kennedy & Linda DeHaven-Journey Home-outside areas

Linda DeHaven introduced Bill Davis as the new manager for The Journey Home. Bill Davis stated there were some questions that weren't addressed concerning the exterior part of the building when the lease was signed. Right now, the basketball court is used by GRIC. There may be a conflict if the Veterans are outside. Previously that area was used by the RYC and Davis was not sure if that area was included in the lease. They would like to make a serenity garden on the north end and put up a privacy fence. Davis stated there is a way to fence it and still allow GRIC to use the basketball court. We want privacy for the Veterans. Also if fenced the GRIC children will not be exposed to the visual aspect of the Veterans smoking. William Terrell stated the Commissioners could stop by the building to have a better understanding of exactly what Davis is talking about and discuss it further. Davis also requested some type of confidentiality memo for the offices in the building. Michael Wickersham said they would be willing to look at language for a document to be sent to the offices in the RCFFO building if he compiled it. Davis told Commissioners they have more improvements done since the open house and invited them to stop by.

Art Moystner-J & A Vending lease at RCFFO building

Art Moystner stated he had a J & A Lease previously written by Jan Chalfant. Gary Girton questioned the cleaning of the area used by J & A Vending and how often it is done. Moystner stated he does it himself about every two months and any other time if needed when working on the machines. If the janitors see something needs to be done they address it. Moystner stated the lease is the same as the prior five-year lease. He stated his wife Amy purchased the vending from her father about four years ago and left the business name the same. Michael Wickersham suggested deleting paragraph 14 with regards to disputes and paragraph 16 with regards to liens. Michael Wickersham made a motion to enter into a lease agreement with J & A Vending as modified today with deletion of paragraph 14 and paragraph 16. Gary

Gitron seconded the motion. All aye votes cast. Motion carried. Art Moysner offered to type up the new agreement with the amendments.

Curt Grams- Camp Yale update

Curt Grams was present to report they have decided to cease operation because of finances. We are in the process of either merging with another organization or liquidating assets to cover liabilities. William Terrell stated if Camp Yale ceases to exist it would revert to the county. Curt Grams stated he made a two-month payment about a week ago. Michael Wickersham asked if they could do something to reduce the payments so the camp could survive. Grams said no, because of the economy, fuel cost, insurance and general expense. We are not big enough and can not offer enough due to being seasonal. We have done fundraising but cannot generate enough revenue to keep open. Staffing is expensive and we have made a lot of modifications. Grams stated he took another job so part time staff could run the facility. Clients this year have had a lot of budget cut backs so Camp Yale was cut out. According to State law once we liquidate everything has to go towards their liability. The board consists of Chris Latella, Matt Duncan, Nick Shookman, Trisha Grams and Curt Grams. The board has a couple of organizations interested in buying it so they do not know if closure will be the end of the year or early spring. Michael Wickersham stated that Camp Yale has been a valuable asset to the county and it is unfortunate about the closure because the camp has done a lot of good things for the county. William Terrell stated if they have someone interested they need to come to the Commissioners to get approval.

Regular Claims \$1,076,522.37 and Payroll Claims \$194,290.82

Gary Gitron made a motion to approve regular claims \$1,076,522.37 and payroll claims \$194,290.82 as presented. Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

Minutes of October 21, 2013

Michael Wickersham made a motion to approve the minutes of the October 21, 2013 meeting. Gary Gitron seconded the motion. All aye votes cast. Motion carried.

Ordinance 2013-17 ordinance amending the uniform fee schedule for Randolph County Health

Dept.

Michael Wickersham made a motion to amend Ordinance 2013-17 uniform fee schedule for the Randolph County Health Department after the first reading. Gary Gitron seconded the motion. 3 aye votes cast motion carried.

Gary Gitron made a motion that the rules be suspended and have a second and third reading and adopted the same day. Michael Wickersham seconded the motion. 3 aye votes cast. Motion carried.

Gary Gitron made a motion to adopt ordinance 2013-17. Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

ORDINANCE 2013-17

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

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

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

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

NOW THEREFORE, BE IT ORDAINED, by the Randolph County Board of Commissioners, that a Uniform Fee Schedule be established effective January 1, 2014, 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
	Plan Review (repair/new)	25.00
Vital Records	Birth Certificate	10.00
	Combined birth certificate/wallet card	15.00
	Death Certificate	10.00
	Home birth certificate (includes birth certificate)	20.00
	Paternity affidavit	20.00
	Paternity affidavit copy	1.00
	Name Amendment(includes birth certificate)	20.00

Public Health/Nursing Service	Vaccines for Children and other vaccines provided at no cost to the County	0 for vaccine plus \$20.00 for administration (Administration fee for Medicaid patients fee will be charged to Medicaid)
	Adult vaccines/other vaccines provided at no cost to the County	0 for vaccine plus \$20.00 for administration (Administration fee for Medicaid patients fee will be charged to Medicaid)

DEPARTMENT	SERVICE	FEE
Public Health/Nursing Service	All vaccines provided at cost to the County	Cost of vaccine plus 10% rounded up to next dollar plus \$20.00 administration fee
	Tuberculosis test	10.00 per single test
	Travel vaccines	Cost of vaccine plus 10% rounded up to the nearest dollar plus \$20.00 administration fee
	All other vaccines and/or tests	Cost of vaccine plus 10% rounded up to the nearest dollar plus \$20.00 administration fee
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
Miscellaneous Fees	Sharps Disposal	\$4.00 per 1 gallon container

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.

Approval of Edit plan and set meeting

Michael Wickersham made a motion to approve the revised edit plan for Randolph County. Gary Girtton seconded the motion. All aye votes cast. Motion carried. A date was set for the EDIT board meeting on December 10th at 6:00 PM.

Pasture lease to David Hendrickson

Michael Wickersham made a motion to table the pasture lease to David Hendrickson for the ground north of the County Home until December 16th. Commissioners asked Bill Terrell to contact the Extension Office for recommended rates of pastureland. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Mary Ann Lenkendorf stated that the farm ground lease for the Airport land would be due December 31st. Michael Wickersham made a motion to table this lease until December 16th. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Floating holiday for each of the handbooks

Jessica Olson reported language for floating holiday in the standard handbook would stay the same for 911, Sheriff and Highway. It is different in the standard handbook for EMS. Michael Wickersham made a motion to approve the floating holiday in the standard handbook. Gary Girtton seconded the motion. All aye votes cast. Motion carried. Jessica Olson stated she would get the Commissioners a copy of the handbook before going to print.

Discussion of exempt/non exempt positions

The Auditor asked what the Commissioners were going to do at the Council meeting if no decision is made today concerning exempt employee positions. Michael Wickersham stated we are taking the opportunity to define the job descriptions in an effort to reduce compensatory time. We also made provisions in the handbook to manage compensatory time that if they exceed hours, they have to use those hours before using vacation, holiday, sick days or personal days. Otherwise, they will lose those days. He suggested that the handbook be put in place and see what happens over the next year with regards to compensatory time. We would not have to worry about changing salaries or compensating people who are exempt and if we have issues then we can reconsider the idea of exempt employees. Wickersham stated we need some kind of guidance on what the Commissioners need to do. He is open to opinions about exempt and non-exempt. He does not want to make a quick decision today. Jay Harris stated we do not have any money to pay more salaries. Our cash flow now has more money going out than coming in. Wickersham stated that in the joint session he would rather offer compensatory time and force employees to manage it better. William Terrell stated we could try this for a year to see how they handle and manage their compensatory time. If they do not we can go back to the exempt and non-exempt employees and exempt some of these. Wickersham stated the handbook is going to force them to manage it. They will lose real vacation time if they do not bring the compensatory time down. Gary Girtton stated that the effort has been put in for the job descriptions throughout the County and has been important. He leans towards having some of these people exempted but there is no money for compensation. He wants additional time to evaluate the new policy and feels it will have some effect. He is not completely in favor of or opposed to this at the present. William Terrell stated they would wait until tomorrow's discussion with the Council.

Additional Appropriations:

Michael Wickersham made a motion to approve additional appropriations as presented for Circuit Court-Supplemental Public Defenders (Pauper Attorney) \$15,000.00. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Michael Wickersham made a motion to approve Health Department-Preparedness grant as presented totaling \$15,000. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Health Dept- Preparedness grant Contractual work \$9,600.00

Travel/mileage \$1,067.62

Supplies \$2,128.38

Equipment \$2,204.00

Michael Wickersham made a motion to approve Special Edit bond payment of \$37,500. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

For review:

Commissioners reviewed the following items with no action being required.

Soil & Water minutes

Citizen Comments

John Reece, Lynn questioned the Christmas lights on the monument. Meeks Cockerill said a proposal in the past was presented to put up the Christmas lights, but it was turned down. Reece stated as a Veteran he was not in favor of this.

Recess-

Gary Girtton made a motion to recess until 1:00 to award bids for the Highway Department. Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

1 PM – Reconvene to award highway bids

Kevin Slick stated concerning the fuel bid they would have to decide if it is escalating or de-escalating since there is only one bid. They will have to make a decision on the cab and chassis for the truck and there two bids for that. The remaining bids, they would like accepted.

Gary Girtton made a motion to accept all bids except the fuel and truck chassis. Michael Wickersham seconded the motion. All aye votes cast. Motion carried.

Gary made a motion to select Selking International for the truck chassis for \$87,800. Michael

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

Michael Wickersham made a motion to accept the bid from W/A Jones for \$63,947 for the truck and body. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Ag Best was the only fuel bid. Compared to last year's bids 87 E10 is cheaper per gallon and the soy diesel is cheaper per gallon on the fixed price. Kevin Slick said the analysis shows it has helped in the last two years but this year he could not make a suggestion for next due to escalation in crude oil.

Michael Wickersham made a motion to approve the Ag Best bid at a fixed rate for gas, for premium diesel at a fixed cost, soy with an escalating or de-escalating clause and E-85 with escalating or de-escalating clause. Gary Girtton seconded the motion. All Aye votes cast. Motion carried.

Danny Love stated he had quotes for a tractor and brush mower but thought it was too high. He has a bid for a 2010 mower and tractor for \$88,000. Other quotes were running \$120,000 to \$140,000. Funds are set aside to do this. Gary Girtton made a motion to approve to buying a 2010 John Deere model # 6330 tractor with mower blades for \$88,000. Michael Wickersham seconded the motion. All aye votes cast. Motion carried. Danny also reported that bridge #52 is open.


William Terrell presented a resignation letter from the Building Commissioner Keith Pugh who is retiring. The Auditor was asked to advertise for a replacement. Resumes will need to be into the Auditor's office by 3:00 PM on December 19th. Commissioners set an Executive Session on December 20th at 9:00AM to review the applications. Commissioners would have an Executive Session on December 30th to interview applicants.

Adjournment-

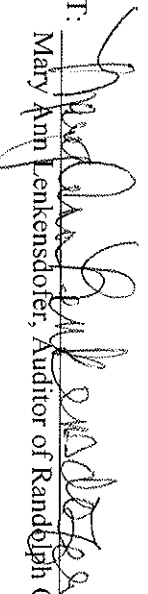
Michael Wickersham made a motion to adjourn this session. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Reviewed and signed this 3rd day of February, 2014.

RANDOLPH COUNTY COMMISSIONERS



ATTEST:


Mary Ann Penkendorf, Auditor of Randolph County