

Randolph County Commissioners

April 6, 2015

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, Tom Chalfant and Gary Girtton. Also present was Randolph County Auditor Mary Ann Lenkendorf, Chief Deputy Sheriff Doug Fritz and County Attorney Meeks Cockerill. Tom Kerns represented County Council.

Pledge of Allegiance

Michael Wickersham, President presided over the meeting.

Superior Court – Hinty Construction Proposal

Rhonda Detweiler stated she has come with a concern for security. We would like to put a door between the bailiff's office and the court reporter. It is hard to hear on the phone if there are people in the outer office. People tend to walk on through and go into the judge's office. Detweiler said we have a quote from Hinty Construction for \$1,275 for the security door. Gary Girtton made the motion to approve the proposal from Hinty Construction for \$1275. Tom Chalfant seconded the motion. All Aye votes cast. Motion carried. Gary Girtton made a motion to fund the request out of the Renovation fund. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Cynthia Acree, 911 director- renewal agreement

Acree said I am here to ask for \$3127.85 for my Word Systems Inc. annual renewal agreement. It went up from last year by \$284.35. I brought this up last year because of the age of the system we need to start thinking about upgrading it. Gary Girtton made a motion to approve the maintenance agreement for the E911 Word Systems Inc. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Laura Martin, Clerk- approval of polling locations

Laura Martin stated I am here to get approval for the polling locations for the primary in Winchester. Winchester is the only city that will have a primary. Gary Girtton made a motion to approve the polling locations as presented. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Geraldine Osborn – road issues

Geraldine Osborn stated I would like to know why the county can't chip and seal my road. I have lived on it almost 52 years and it has been nothing but mud. The last two times they have put stuff on the road. I have brought some of it with me to show you. Now they have big stone on the road and it makes it very rough. The road is 750 East, South of 36 for about 1 ¼ mile stretch. I am here with a petition from the residents on that road to have it chipped and sealed. Wickersham wondered if the highway department has any thoughts on her concerns. A lot of the county roads are in bad shape due to the winter weather. I would like for the highway department to meet with you. Osborn said I have put a culvert in and graveled my lane. The school bus has turned around in it and broken my culvert and now it is back to flooding. I have gotten stuck in my lane. Wickersham asked if she would be in agreement to meet with a Commissioner, highway department along with anyone else on the road and discuss the issue. Ms. Osborn said that she would be willing to do that.

Chris Shaneyfelt, EMA director- grant revision

Chris Shaneyfelt stated I am here to update you on the grants. On the \$12,500 HSGP grant, the executed document came back. When I was working with Best Buy they determined I didn't need new computers but needed updates and more memory. This freed up \$5,000 to spend elsewhere. I did a budget adjustment with the department of Homeland Security. I was able to purchase telephone conferencing equipment, EOC (Emergency Operations Center) vests for Winchester and Union City. What was left was spent on buying laptops instead of computers.

The 2014 EMG competitive grant is basically being closed out. There is \$526 left in the grant. Only have a short amount of time left I am going to just return the \$526.

Highway Dept. – contract bridge #305, amended highway policy changes

Kevin Slick stated he is presenting a contract from CHA to do the preliminary engineering on Bridge #305(South Street) in Winchester. Meeks has reviewed the contract and is satisfied with it. The engineering cost is \$277,200 to do the survey, plat, environmental documents, permitting etc. The total cost for the bridge is \$1.4 million. Our share is twenty percent. Tom Chalfant made a motion to approve the CHA consulting contract for Bridge #305 on South Street in Winchester. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Commissioners discussed the effects of St Rd 1 being closed. Slick said the last information we had the project would be completed by July 1 but they did not inform us of what that project consisted of. Danny Love said the State will not give us an answer on 900 west until they get State Road 1 completed. I have put together a cost for stabilizing the roads in the area of 900 West. The problem area is 10-15 miles of road to be repaired. To stabilize it with cement would cost approximately \$75,000 per mile. We don't have that in our budget. Wickersham said in a perfect world if we could convince the State to help on 900 west we could possibly cut the expenses in half.

Danny Love said we have another site design from CHA on the highway garage. Tom Shannon from CHA was present. He said the board had established a steering committee for the highway garage

consisting of Jay Harris, councilman, Tom Chalfant, commissioner and Danny Love, Kevin Slick and Lonnie Garza of the highway department. The fees for the feasibility study would be applied to the cost if CHA was selected for the design and construction of the highway garage. Wickersham said they should sit down and talk about the feasibility study and come back to Commissioners at the next meeting. Love said the windfarm roads will begin to be paved next month. They are not going to be chipped and sealed they are going to be paved. EDP Windfarm has asked for bids from different paving companies to pave them. As of two weeks ago they have not selected anyone yet. The county highway department is not doing any of the paving.

In other business, Wickersham said over the last couple of meetings we have had discussion on the highway handbook. We have made changes to their handbook.

1. We will pay for the entire CDL exams for highway personnel.
2. Changed the floating holiday from March 1 to May 1
3. Vacation time and Personal Days would be taken in half or whole day increments. Sick days would be taken in half hour increments.

We have a memorandum to sign saying we have made those changes. Tom Chalfant made a motion to approve the memorandum for the county highway department. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Randy Abel, Building Commission – amendment of fees

Randy Abel stated I have received the information on the ordinance from Meeks and I would like to make a couple of adjustments. One is the \$15 for work costing \$500-\$1499.99. I don't think that will be necessary. The way the State code reads is anything less than 200 square feet doesn't require a permit. Our ordinance reads anything under \$1,500 doesn't require a permit. If we keep that line I would like the line to read \$30 for work costing between \$500 - \$1,499.99. The second one would be making an annual and renewal fee of \$25 for registration. All registrations expire on December 31 of the year of payment. A renewal fee of \$25.00 shall be due on January 1 of each year thereafter. The third one would be to delete the words "for each craft". I would rather register the contractor instead of the craft.

Abel said after talking with some insurance agents it is more the homeowner's responsibility to make sure the contractor has insurance. We are working on the website to get some of these things updated. Gary Girtton suggested that in lieu of requiring insurance there be a suggested check list of what a contractor should provide to the homeowner and handed out with the permit. Wickersham said he was okay with the check list because he is bothered with maintaining insurance files. Girtton suggested mailing to the homeowner a copy of the list in addition to giving it to the contractor. Wickersham said he wasn't in favor of that because it created more paperwork. Meeks said it would be an infraction if the contractor doesn't have a contract and have the required items within the contract. Girtton said he was okay with it then if that is the requirement. Wickersham said the issue right now is whether we require a certificate of insurance or not. I am of the opinion that we don't require it. If we do that then section 150.36 would need to be removed. All Commissioners were in agreement of that change. Meeks said he would have the ordinance ready for the next meeting.

Bruce Hosier, RDDC director- update on county comprehensive plan

Bruce Hosier stated I am here to give a limited update on the county comprehensive plan. I have been in contact with other counties similar to our size to see the updated plans they may have. I am looking extensively at our outdated plan to see if there is any frame work we could go ahead and use. I did find out that Randolph County is not unique because the other counties around us have outdated plans so they were not helpful. I will continue to search through the AIC and see if there is any further information that would help us to go forward with this process. I would like to come back in a month with something in writing. Wickersham said your board is a representation of all of the communities in the county and if a comprehensive plan is going to be valuable and helpful to us those communities will have to buy into that. I would like to see a buy in for each community for investments and interest and not necessarily monetary.

Michael Wickersham said he has been working with Mayor's Conklin and Croyle, Bruce and Work One on the work ready community. Hosier said he is here to support the workforce development. We have developed a smaller committee to help initiate meetings and bring some people together. The Randolph Ready committee has gotten together with the school corporations. All five schools have agreed to this and the dates have been set to give the work keys test to all graduating seniors. Some of the seniors will go to college or military. We are trying to provide opportunities for the young workforce to be able to succeed and be certified at something. We will have 300-350 graduating students this year. The work keys test will cost \$23 per student. So we are asking for a partnership with the county to use Edit funds not to exceed \$8,200 to cover the cost of the testing. Wickersham said the \$23 is the charge for Work Force One to administer the test. I feel this is a valuable economic development tool and the expense for this should come out of the Edit fund. A year ago we set aside \$52,000 for workforce development through the advanced manufacturing initiative. I would like to see us re-direct or make a claim against the advanced manufacturing initiative. Meeks Cockerill said we need to amend the Edit Plan since this is not an advanced manufacturing initiative. Michael Wickersham made a motion to amend the edit plan and reduce advanced manufacturing to \$41,200 and add \$8,200 for work keys testing. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Wickersham stated Indiana Workforce Development would like for us to sign a memorandum of understanding. This memorandum says that Randolph County Commissioners shall provide financial

payment for each student and payment will be sent to the Indiana Workforce Development. This agreement does continue from year to year unless we discontinue our responsibilities before that. Tom Chalfant made a motion to authorize the president to sign the memorandum. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Jessica Olson, Chief deputy Auditor – grant reimbursement

Olson stated I have the Homeland Security Grant and he has purchased 4 items for the amount of \$7,959.25. The money came in on March 30, 2015 Gary Girtton made a motion to approve the payment of these expenses from the grant received. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

The Title IV-D grant for child support was reimbursed by \$18,230.73 and \$12,380.54 It goes directly into county general. Gary Girtton made a motion to approve the receipt of those two reimbursements. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Doug Fritz, Randolph County Sheriff Department

Doug Fritz stated he was replacing Ken this morning. I am here to request from Cum Cap for the replacement of the staff door. It has rusted out and doesn't latch properly. This door is both keyed and electric. The quote to replace the frame and door is \$3,525 from Scott's Door of Richmond. Gary Girtton made a motion to approve \$3,525. for Scott's Door and expend it from cum cap. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Regular Claims \$807,700.72

Gary Girtton made a motion to approve the regular claims for \$807,700.72 as presented. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Payroll Claims \$192,611.53

Gary Girtton made a motion to approve the payroll claims for \$192,611.53 as presented. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Clerk's monthly report – January & February

Tom Chalfant made a motion to approve the clerk's monthly report for January and February. Gary seconded the motion. All aye votes cast. Motion carried.

WCPCP Mardi Gras request

Wickersham read a letter from Jim Nunez requesting the use of the south side lawn and west side of the courthouse for picnic tables at the Mardi Gras. He is also asking for water hook-up for his vendors. The Mardi Gras is from October 6 to October 10. Gary Girtton made a motion to approve the request for the WCPCP Mardi Gras in October, 2015. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Head Start In-Kind request

Wickersham stated Head Start would like an in-kind request for the use of the old commissioner's room at the RCFPO building. Tom Chalfant made a motion to approve the in-kind request for Head start. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

BIS digital support agreements

Mary Ann Lenkendorf said she had received the BIS digital support agreements. If I would have had them earlier I would have talked to the courts. I think there is only one court that calls in for support. We are spending dollars that maybe would not have been incurred from all 3 of us that use the BIS system. In order to cancel these agreements the county must do so 90 days prior to the renewal. Superior court is having problems and if it is not in the operating system we still have to pay for their visit anyway. This cancellation could save us \$800 per court. Gary Girtton made a motion to approve the (3) BIS support agreements for one more year and make modifications as needed. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Michael Wickersham said he has a request from Superior Court that they need hardware service on their equipment and that will be charged at an hourly rate from BIS. Superior Court needs an authorization form signed to say the county will pay for the repairs. Michael Wickersham made a motion to approve the signing of the authorization repair form. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Approval of electronic employee service record form

Mary Ann Lenkendorf said she would like the Commissioners to approve an electronic form for the employee service record. The employee can keep it in their computer and print it off when needed. The State doesn't need to approve this anymore. The county can take it upon them to approve this on their own if they keep a log approval book. Gary Girtton made a motion to approve the electronic employee service record form. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Additional Appropriations-

Tom Chalfant made a motion to approve all the additional appropriations as presented. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Highway- \$5,000 employee separation

Probation supplemental – Adult juv. probation officer \$18,000; Social sec. \$1,116; PERF \$2,016; Medicare \$2061.

Recorder/county Identity Security fund- \$5,481.20 backfile redaction

Handgun permit- \$8,000 criminal justice school ; \$2,000 Ammo flares, film \$2,000

For Review-

Commissioners reviewed the following item with no action being required.

Soil and Water minutes

Other business-

Jake Donham said I don't have a lot of new information. Friday I got a call from ARGO concerning the quote and preliminary drawings for the RCFO building. They are hoping to have it ready for your next meeting. The jail roof is about the same. They are getting the planning and the bid ready this week. Michael Wickersham said he has received a letter from the Wynn family concerning tire damage from a road issue. I have given it to Meeks to turn into the insurance company.

Danny Love, highway department said he needs to hire another employee. I have two guys off for workman's comp. This would be a permanent placement and this would make me 18 full-time for year around. There is money in the budget. Mary Ann Lenkensofer said this request needs to be approved by Council.

Citizen Comments-

Tony Sayre-Winchester. I would like to address the trucks that are overweight that need to be checked. We need to have a frost law for the spring to keep the trucks off of them because when the roads start to thaw the heavy trucks tear them up. I see there is an excavator at the airport and we keep spending money after money out there. Wickersham said the airport has federal funds that are not from the county. Sayre said we have spent enough money at the airport and we need to fix the roads. The wind farm money should be used to repair the roads.

Jim Wallace-Winchester. Why do we have 3 agreements for the BIS System? Wickersham said there are three different software programs that are used for Circuit, Superior and the Auditor.


Adjournment-

Tom Chalfant made a motion to adjourn the meeting. Gary Girton seconded the motion. All aye votes cast. Motion carried.

Reviewed and signed this 4th day of May, 2015.

RANDOLPH COUNTY COMMISSIONERS



ATTEST: 
Mary Ann Lenkensofer, Auditor of Randolph County