

## Randolph County Commissioners

May 18, 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 Lenkensdofner and County Attorney Meeks Cockerill. Sheriff Ken Hendrickson was absent.

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Pledge of Allegiance

Michael Wickersham, President presided over the meeting.

### Eric Livingston, Airport- grant application

Eric Livingston stated I am here to discuss a grant application for drainage improvement at the airport. This grant is 90% federally funded, 5% state funded and 5% local match. The total grant is \$156,375 and the local match would be \$7818.75. The water that runs off of the crown of the runway is supposed to trickle down into the ditches and it is not working too well because the water still stands there. The FAA says we have to maintain it and we can't the way it is now. We can only mow the area in the late fall. The drainage improvement should take care of all of that. Michael Wickersham said we have done this before with the match coming out of economic development fund. Livingston said the original amount the Council approved was \$5630 and that was before the bids were actually opened and based on the engineers estimates. Wickersham said so we are now asked to approve a \$7818.75 match today. Livingston said the match wouldn't be needed until September. Tom Chalfant made a motion to approve the grant application and fund out of Edit Funds for \$7818.75 and authorize the president to sign on behalf of the Commissioners. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

### Highway Dept. – annual report and interlocal agreement

Kevin Slick said he had a copy of our yearend report dated December 31, 2014. I also have 6 interlocal agreements for fuel with the City of Winchester, White River and Modoc Fire Departments. The City of Union City, Town of Modoc and Farmland agreements are for use of highway equipment. Tom Chalfant made a motion to approve all of the interlocal agreements. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Michael Wickersham stated he received a letter from Danny Love indicating his last day in the office would be last Thursday, May 14, 2015. He has two weeks of vacation and Kevin's responsibilities as Assistant Highway Superintendent is to serve as acting Highway Superintendent. This leaves us with no Assistant Highway Superintendent and I am not sure how we want to go about resolving that issue. Meeks Cockerill said we need to advertise the position in the paper and determine what it should say. Wickersham said Kevin has shared that he has an interest in applying for the Highway Superintendent job. Depending on how quickly we replace the superintendent I think we need to ask him to be interim Highway Superintendent. The question becomes do we search for an assistant highway superintendent for Kevin or move someone up to Kevin's position as assistant and make Kevin's pay as acting superintendent change. Tom Chalfant asked how long can you do both jobs. Slick said with the way the roads are we need an assistant as soon as possible. Mary Ann Lenkensdofner said on the payroll side I thought Todd Pegg was classified as an assistant. Kevin stated he thinks he is classified as an operator. It will become more difficult if you wait 1 or 2 months because we are getting into the paving season. Wickersham said we need to decide this morning where we are going to advertise. Gary Girtton said we need to do the advertisement with specifics as to what this county needs. Mary Ann Lenkensdofner said she will develop the advertising and send it to the commissioners for their feedback. It was decided that the county would advertise in the News Gazette, the Star Press, Pal-Item and career builders. Meeks said the biggest thing would be to put the starting salary in it so we don't get so many calls inquiring about it. It was decided that the last day to accept applications would be on June 8<sup>th</sup> at 9:00 a.m. We will have an executive sessions on June 9<sup>th</sup> and 11<sup>th</sup> at 9:00 a.m. Tom Chalfant made a motion to recommend to the Council to compensate Kevin Slick for his time as acting Superintendent and to increase to Superintendent's pay as a onetime bonus starting today. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Wickersham asked if Danny left any suggestions on the road repairs. Slick said Danny left a rough outline for repair. I haven't been able to review it yet. Wickersham said he is going to reach out to Rep. Greg Beumer for some assistance. As of right now we have not received any communication about 900 West. In other matters, Tom Chalfant made a motion to approve a contract with CHA for a feasibility study. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

### Mel Obermeyer and Vickie Beaty, The Office Shop – copier leases

Mel Obermeyer stated we are here to give an overview of Office Shop copier proposal. The Maintenance Agreement goes up 7% per year based on options. Our maintenance agreement covers everything except paper and staples. Obermeyer said the maintenance is separate from the lease. You can keep the maintenance month to month or as long as you want. The lease can be over and you can still keep the maintenance agreement. The lease is for five years. Wickersham said we are to receive all quotes for copiers June 1<sup>st</sup> and will make a decision on June 15<sup>th</sup>.

**William Etzler and Kurt Heidenreich, Engineering Resources, Inc. presentation**

William Etzler stated I am here to tell you about our company. We are an engineering firm from Ft. Wayne with 25 employees and Kurt Heidenreich is the President. We have just located to a new facility due to the growth in our business. We try to focus on clients north of Interstate 70 and east of US 31. Kurt Heidenreich said not only am I the President but I am the head of the transportation department. We are a small company but we don't have a lot of overhead so that equates to a really good value to our clients. Along with those qualities we are also bridge designers and we do our bridge inspections. This is what we are here today to talk to you about is the bridge inspections. I have noticed that you have a lot of bridges in need of assistance and we can help out with different options. Our bridge designers would have overview of the bridges. We do work in Adams, Whitley and Allen counties and are actively providing this service. We do INDOT work as well. Commissioners thanked them for attending their meeting.

**Jon Meeks & Friends of the Ward Twp. No 5. School- consideration of proposal-tabled from May 4<sup>th</sup>**

Wickersham said we tabled this request from our May 4<sup>th</sup> meeting. Jon Meeks has requested \$10,000 for help with the Ward Township No 5 School. Jon Meeks stated we were nominated for a grant award. Landmarks nominated our school project for this grant. Michael Wickersham asked if this building will be open to the public and other schools. Jon Meeks said it will be. We have been talking about other uses other than to school corporations. We have already had a conversation with Scottie Harvey about giving tours. Tom Chalfant said I have pondered this for the past few weeks and believe it will be a success. I look at our county roads and it is a public safety issue. I don't believe this request is appropriate at this time. I do think it is a worthy project but I think that we need to use all the money we can muster to repair the county roads. Gary Girtton said I was impressed with the presentation the last time you were here. I am leaning towards using Edit funds of \$5,000 as a contribution. I think it will be beneficial to our community and Economic Development. Wickersham said Tom made a valid point about our roads being in disrepair. We are probably looking at other money to help repair the roads. I wonder if you could approach the Tourism commission and seek funding from them. We have an innkeeper's tax in this county and I think the balance is around \$160,000. That is to be used for marketing, promotion and development of tourism in this county. I think this is a worthy cause and I think it is worth the support of the county. I am not sure it rises to the level of economic development support. We have supported other causes for \$5000 similar in nature and I probably could be convinced to do that again. I would like to pursue this avenue and it would probably take an opinion to determine whether or not construction funds for a project like yours, qualifies for tourism funds. I would rather go with that before using Edit funds. I serve on the Tourism commission and I would be willing to help convince the commission that this is a worthy cause if allowable. If that doesn't happen then we could reconsider Gary's \$5,000 proposal. Jon Meeks said Scottie Harvey has been very helpful. Wickersham said we will table this until we have more answers from the Tourism Commission. Jon Meeks said the open house will be June 13<sup>th</sup> from 1:30 to 3:30 PM.

**Property & liability insurance bid proposal- tabled from May 4<sup>th</sup>**

Wickersham stated Mary Ann has sent us the insurance expiration dates. Some of these dates are coming up pretty quick or have passed. I like the discussion of rebidding the whole issue come January. Meeks Cockerill said changing your agent and the bidding process are two different. Tom Chalfant agreed we need to look at it next year. Gary Girtton also agreed that it should be done in January.

**Lisa Compton, St Vincent-Randolph- approval for helicopter at 4-H fair**

Lisa Compton stated I am requesting approval of the helicopter to land at the 4H fair. It is exactly like it was last year. Tom Chalfant made a motion to approve the request for the helicopter to land at the 4-H Fair. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

**Dann Allen, Adam Kimmell, Chris Musgrove and Robyn Rodgers- county home**

Tom Chalfant said he spent time with Adam Kimmell who is a director and producer that works with various networks such as Sci-Fi Channel, Travel Channel and B10 to name a few. Adam Kimmell said our ultimate goal is to purchase the infirmary property. We would like to talk about our goals for restoration, what it could be used for and why we think we can make this last a very long time. This would boost the local economy. We are planning on bringing in local contractors to help with structure problems. Dann Allen has the same passion that I do. He has the Hartford City jail and it is located one block east of the courthouse on Main Street. There was a music video shot there recently. We have a network of associates all over the US. The problem we are having in Hollywood is the permits are so expensive. The purchasing of the county home would give us controllability on the locations. The travel cost would be low and minimum. We can house the crew at the hotel because we don't want to house anyone at the county home. We want to stimulate the economy with the crews at your restaurants and hotels. Our goal is not to change the structure. We want to keep the historical buildings just the way they are. We are strictly looking at filming there not to make it into a flea market or apartments. Wickersham asked what do you consider for the time and cash investment if we were to sell you the county home. The jail in Hartford City is a much smaller project. Dann Allen said the jail was in worst shape than the infirmary. My brother and I did most of the fixing of the jail. We worked on the foundation and structure to make it safe. We don't want to change the structure of the infirmary and we do have the cash funds. Wickersham asked what would be the cash investment into the county home. Allen said it would come in stages but to begin with it would be around \$50,000 for the windows, foundation and some leaks in the roof. If we can get in now it will not cost as much to repair as opposed to waiting. Kimmell said we are getting close to the peak time for filming which is June, July and August. Wickersham asked since this is

a movie location are you subject to any state regulations on building codes, fire, ADA, lead paint or asbestos? Dann Allen stated we do have a consultant to help with those areas. Those guidelines are to be met if we have people in the building. Wickersham said my concern has always been loss of control. The county home sits on State Road 27 across from our fair grounds and is a billboard for the county. Selling it would lose control. Kimmell said he has a possible solution to that concern. If after 5 years for some reason the business goes in the tank. We will give the county the opportunity to buy the county home back for what we paid regardless of what we have put into it. Wickersham said that is just part of it. If you guys sell to another set of owners and they are not as passionate as you they could let it run down. We still have to look at it and that is what I am talking about losing control of the property. Robyn Rodgers said she worked with the Bluffton revitalization when they were raising one million for their downtown. There are local people who want to preserve the historical values of the county. You could start a Friends of the Randolph County Infirmary that could be incorporated. You could then start to receive grant money. If you use grant money you have to follow extremely specific guidelines. The building would not look any different on the outside even if you are getting grant preservation. That would save Dann's money for the upkeep of the outside. Adam Kimmell said in conclusion if we could open the proposal for a lease for first rights to buy that would give us an opportunity to get in there and begin the restoration process. Meeks Cockerill said the recommendation would be to appoint a Commissioner to be the point person to negotiate some of these things. Gary Girtton recommended Tom Chalfant be the point person since he has did a lot of the foot work to begin this process. Wickersham said he would like to see what the proposal for a lease will have in it and the time frame. Meeks Cockerill said he is going to proceed with updating the appraisal. It was suggested that Mike proceed with the negotiations. Gary Girtton made a motion for Mike Wickersham to negotiation with the company. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Wickersham said he would like to tour the jail building in Hartford City in the next 30-60 days.

Ed Thornburg, Surveyor- airport access road, farm maintenance issue

Ed Thornburg stated the field next to Shaded Acres addition is having drainage problems. The ditch is running across the McHolland property. I think when the temporary airport access road was done it may have crushed the drainage tile. If we can repair this it will help with the drainage to a lot of the land that the county owns around there. I am looking at \$1,500 for the repairs. This can't be done through ditch maintenance because this is not a legal drain but private tile. Tom Chalfant made a motion to ask Council for an addition appropriation to fix the ditch. Gary Girtton seconded the motion. All aye votes cast. Motion carried. Ed Thornburg said if Jeff Frazier is going to have a chance at farming this ground it needs to be done sooner rather than later. Wickersham said we could commit the money until Council meets. If we order the work to be done and commit to pay for it, we will. We don't want to lose our rent. Tom Chalfant said he thinks we should have the farm rent put into a segregated fund.

Regular Claims \$286,341.12

Tom Chalfant made a motion to approve regular claims of \$286,341.12. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Payroll Claims \$189,277.09

Gary Girtton made a motion to approve the payroll claims of \$189,277.09 as presented. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Minutes of April 20, 2015

Tom Chalfant made a motion to approve the minutes of April 20, 2015. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Monthly Clerk's report

Tom Chalfant made a motion to approve the Clerk's monthly report. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Airport report

Tom Chalfant made a motion to approve the airport report. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Treasurer's monthly report

Tom Chalfant made a motion to approve the Treasurer's monthly report. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

Treasurer's monthly Edit report

Gary Girtton made a motion to approve the Treasurer's monthly Edit report. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Edit claim – Randolph County Econ. Development \$24,833.33

Gary Girtton made a motion to approve the Randolph County Economic Development claim of \$24,833.33. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

Ordinance 2015-07 3<sup>rd</sup> reading

Gary Girtton made a motion to adopt Ordinance 2015-07 after the 3<sup>rd</sup> reading. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

ORDINANCE 2015-07

AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE RANDOLPH COUNTY BUILDING CODE

WHEREAS, the Randolph County Board of Commissioners has determined that certain sections of the Randolph County Building Code should be amended.

NOW THEREFORE, BE IT ORDAINED by the Randolph County Board of Commissioners, that Section §150.09 Fees, of the Randolph County Building Code is hereby amended and restated as follows:

The fee for all permits shall be as follows:

- (A) Thirty dollars for work costing between \$500.00 to \$1,499.99.
- (B) Thirty-five dollars for work costing between \$1,500.00 to \$5,999.99.
- (C) Forty dollars for work costing between \$6,000.00 to \$10,000.00.
- (D) For work costing more than \$10,000.00, and less than \$100,000.00, the fee shall be \$4.00 for each thousand dollars of cost or part thereof.
- (E) For all work costing \$100,000.00 or more, the fee shall be \$400.00, plus \$.04 per square foot.
- (F) Commercial wind turbines shall be \$500.00.
- (G) Non-Commercial wind turbines shall be \$100.00.
- (H) Wireless Telecommunication facility (tower) shall be \$400.00.
- (I) Meteorological towers shall be \$300.00.
- (J) Electrical panels (under \$1500) shall be \$35.00.
- (K) Commercial demolition shall be \$100.00.
- (L) Non-Commercial demolition shall be \$35.00.
- (M) Renewal of building permit shall be \$35.00.

BE IT FURTHER ORDAINED, that Section §150.07(A) Permit Required shall be amended and restated as follows:

(A) A permit or permits shall be obtained by all crafts before beginning construction, alteration, or repair of any building or structure, the cost of which exceeds \$1,500.00 for electrical, plumbing, heating and air conditioning; a permit or permits shall be obtained before beginning new construction, including farm buildings, which exceeds \$1,500.00, and a permit shall be required on any existing building where the square footage is increased by the improvements, a permit or permits shall be obtained for installation of new or update of an existing electrical service entrance and/or electrical panels; a permit or permits shall be obtained for the permanent or temporary placement of a mobile, modular, or manufactured home.

BE IT FURTHER ORDAINED, that Section §150.30 Registration Required, shall be amended and restated as follows:

- (A) No contractor or specialty contractor shall do or perform any work to construct, alter, remodel, remove, repair or demolish any structure or improvement thereon, unless the contractor or specialty contractor shall first obtain a valid registration.
- (B) All building contractor registrations issued under this subchapter are nontransferable.

BE IT FURTHER ORDAINED, that Section §150.34 Registration Fees, shall be amended and restated as follows:

Each contractor shall pay an annual registration fee of \$25.00. 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.

BE IT FURTHER ORDAINED, that Section §150.35 Bond, shall be removed and deleted:

(A) All contractors must provide to the Building Department as a part of the registration application, either a \$5,000.00 bond, to ensure full and complete compliance with all applicable ordinances, rules, regulations, and/or laws at the local, state, and/or federal level or proof that a bond has been duly recorded in the County Recorder's office, pursuant to the requirements of this subchapter.

(B) No bond shall be terminated without written notice to the County Building Commission 30 days before the termination date.

BE IT FURTHER ORDAINED, that Section §150.36 Insurance, shall be removed and deleted:

All contractors must further submit to the Building Department as part of the registration a current certificate of insurance establishing that the contractor maintains public liability, property and personal injury coverage and worker's compensation in an amount not less than \$500,000.00 per occurrence or \$1,000,000.00 in the aggregate, which certificate contains adequate notice of cancellation requirements indicating that the County Building Department will be notified in the event of cancellation at least 30 days prior to the effective date of cancellation.

BE IT FURTHER ORDAINED, that Section §150.37 Revocation of Registration, shall be amended and restated as follows:

The following shall constitute grounds for the revocation of registration:

- (A) Failure to pay the registration and/or renewal fees under §150.34;
- (B) Violation of any county ordinance, or state or federal laws related to the work or services performed by the contractor;
- (C) Failure to correct any red card or inspection violation within the required time frame and/or proceeding with a project in violation of any red inspection notice; and/or
- (D) Fraud and/or misrepresentation of any fact set forth in the application for registration and/or any supplements thereto.

**Sale of laptop to RC Solid Waste**

Michael Wickersham said the county bought ten laptops for both boards and we have one extra that is not being used. The Solid Waste is in need of a laptop and this laptop would full fill their needs at a cost of \$337.98. Gary Girtton made a motion to approve the sale of the laptop to Solid Waste District for \$337.98. Tom Chalfant seconded the motion. All aye votes cast. Motion carried.

**Annual request from Youth Leadership council**

Michael Wickersham read a letter from the Youth Leadership council. They would like permission to display the pictures and bio portfolio in the lobby of the courthouse. Tom Chalfant made a motion to approve the display of the Youth Leadership recipients. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

**GIS Data Exchange agreement**

Wickersham stated we received via e-mail a GIS Data Exchange agreement which is a contract between other counties to share our GIS Data. Fred Hoffman is recommending this. Meeks Cockerill said he has not seen this agreement. Gary Girtton questioned the liability because it's pretty vague. Wickersham said we will table this until the next meeting.

**Umbaugh continuing disclosure services**

Wickersham said Umbaugh is asking for approval of their disclosure services agreement and asking for the President to sign. Tom Chalfant made a motion to approve the agreement and to give authority for the President to sign on behalf of the Commissioners. Gary Girtton seconded the motion. All aye votes cast. Motion carried.

**Other business-**

Meeks Cockerill said Chris Lay looked at our 4-H policy. The request needs to be made to them to have the County as an additional insured on the 4-H policy. Tom Chalfant said he was the liaison for the 4-H and will contact Scott Jester. Wickersham said we also need to check on the policies for the RCFFO building.

Meeks Cockerill stated I sent out nuisance letters in early February to the Harrisville properties. Do you want me to send another letter from my office? Wickersham said he would like Meeks to do that.

Cockerill said the property in Fairview has been in the certificate tax sale so I have waited to file suit on that one.

Michael Wickersham said he received a letter asking if we want to support the local Law Enforcement Camp. This has not been done in the past.

Also, I received a letter from the Union City Fire Department apologizing for not getting us the report for 2014. The Department does supply 911 medical services to residents in Wayne and Jackson Townships which totaled 86 calls. There were 11 mutual calls with the Randolph County EMS, 47 calls in Wayne Township and 28 calls for Jackson Township.

The Soldier that is being repaired has an unknown return date. Venus Bronze Works is working on it but when he opened up the flag he found more problems than anticipated. Wickersham said if the return time was going to be awhile I want to make a trip to see it. Gary Girtton said he would like to go also because in his e-mail he said things were slow in the winter. Wickersham said we will keep pursuing it and talk about it at the June 1 meeting.

Meeks stated he wants the commissioners to know that on interviews and negotiations of commercial prospects like the ones here today can be done in an executive session. I don't know how serious they are but they sounded serious.

Jake Donham said Gary Girtton, Gary Friend and I are meeting this Wednesday to discuss the RCFFO Building and Jail roof. Argo is waiting on direction from us. Gary Girtton said we want to have the engineer come and speak with the three of us first. Once we understand the information we will come with them to a Commissioner meeting. Donham said the people who are doing the jail roof had some health issues and didn't get the bids in before the school projects. He is working on it and hopes to have the bids out by late May or June. We have the unit here in the courthouse back up and running on the 2<sup>nd</sup> and 3<sup>rd</sup> floors. The valves needed to be replaced on those two units. Salver-Taylor is at the RCFFO building working on the pump and putting a dialer in for that pump.

Gary Girtton said this is EMS week. I think we should honor and recognize this week our EMS with our appreciation of their dedication. They do a tremendous job.

**Adjournment**

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

Reviewed and signed this 16th day of July, 2015.

RANDOLPH COUNTY COMMISSIONERS

Mrs. D. Wall

Tom Chalfant

Gary J. Girtton

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