

BOONE COUNTY BOARD OF COMMISSIONERS

Meeting Agenda for May 6, 2024 at 9:00 AM

Connie Lamar Meeting Room
Boone County Annex Building
116 W. Washington St., Room 105
Lebanon, Indiana 46052

This is a friendly reminder that the Commissioners meeting will be open to the public. The Commissioners ask that Elected Officials/Department Heads to be mindful to members of the public and media as seating will be limited. There is a conference bridge functionality that is available to you.

ZOOM LINK- <https://zoom.us/j/4874385613>

Please mute your audio while on the call unless you are presenting an agenda item.

REVIED

1. Call Commissioners' Meeting to Order.
2. Determination of Quorum and Pledge of Allegiance to the Flag
3. Approval of Minutes of the April 15, 2024 Commissioners' Meeting
4. New Business
 - A. Legal Issues County Attorney
 - B. 2025 INDOT 5311 Grant Anita Bowen
 - C. Southern Health Partners, Inc. Amendment Tony Harris
 - D. Ditch Witch Quote Max Mendenhall
 - E. Stephen Elkins Consulting Services Agreement Commissioners
 - F. Code Crafters Consulting Services Agreement Commissioners
 - G. Taylor Farm Lease Amendment Commissioners
 - H. INDOT Local Roads & Bridges Matching Grant Agreement
Des No. 2400155 and 2400156 Nick Parr
 - I. LPA Consulting Contract - A&F Engineering Co., LLC Nick Parr
5. Old Business
 - A. Project Manager Updates Mike Nielsen
6. Staff Reports
 - A. Area Plan Stephen Elkins
 - B. Capital Investments / Facilities Max Mendenhall
 - C. Health Department Lisa Younts / Abby Messenger
 - D. Highway Department Nick Parr
 - E. Human Resources Megan Smith
 - F. IT Support GUTS
7. Elected Officials

8. Document Signing

9. Acknowledgment of Correspondence

10. Adjourn

This agenda is subject to change after official notification. All times are approximate. The meeting may be extended depending upon the circumstances. The meeting will be held at the same time on the next Tuesday if the regularly scheduled Monday meeting has been canceled due to an emergency.

The Board of Commissioners for Boone County Indiana acknowledges its responsibility to comply with the American Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternate audio/visual devices, and amanuenses) for participation in or access to County sponsored public programs, services and or meetings, the county requests that individuals make request for these services forty-eight (48) hours ahead of the scheduled program, services and/or meeting. To make arrangements, contact Kaylee Jessie, Executive Administrator at (765) 483-4492 or email: kjessie@co.boone.in.us.

BOONE COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE MAY 6, 2024 MEETING

The Boone County Board of Commissioners met in regular session at 9:00 AM on Monday, May 6, 2024 in the Connie Lamar Meeting Room located on the main floor of the Boone County Annex Building at 116 W. Washington Street, Room 105, Lebanon, IN 46052 with the following personnel in attendance:

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|---------------|------------------------------|
| Donnie Lawson | Commissioner, President |
| Jeff Wolfe | Commissioner, Vice President |
| Tim Beyer | Commissioner |
| Bob Clutter | County Attorney |
| Kaylee Jessie | Executive Administrator |

DETERMINATION OF QUORUM AND PLEDGE TO THE FLAG

Commissioner Lawson opened the meeting at 9:15AM with a quorum of all three (3) Commissioners present and led the Pledge to the Flag in unison.

IN THE MATTER OF MINUTES

Commissioner Wolfe moved to approve the Minutes of April 15, 2024 Commissioners' Meetings as presented. Motion seconded by Beyer; motion passed unanimously 3-0.

IN THE MATTER OF LEGAL ISSUES

Attorney Bob Clutter presented the following items:

- 1) Veridus Group Recommendation Letters for ratification.
 - Recommendation Letter 066: GMP Owner Contingency in the amount of \$0.00 for PCO 55.
 - Recommendation Letter 067: GMP Owner Contingency in the amount of \$31,502.00 for PCO 11.
 - Recommendation Letter 068: Norix Group, Inc. Quote in the amount of \$200,520.40.
 - Recommendation Letter 069: Pauly Jail Building Co. Quote in the amount of \$191,210.00.
 - Recommendation Letter 070: Grand Appliance Quote in the amount of \$35,687.00.
 - Recommendation Letter 071: GMP Owner Contingency in the amount of (\$91,800.00) for PCO 36.
 - Recommendation Letter 072: GMP Owner Contingency in the amount of \$7,725.00 for PCO 60.
 - Recommendation Letter 073: Central Restaurant Products Quote in the amount of \$24,954.00.
 - Recommendation Letter 074: Central Restaurant Products Quote in the amount of \$5,242.30.

Commissioner Beyer moved to ratify the Veridus Group Recommendation as presented. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

IN THE MATTER OF BCSSI INDOT 5311/5339 GRANT CY2025 / RESOLUTION 2024-03

Anita Bowen, Executive Director of Boone County Senior Services Inc. (BCSSI), presented the request authorizing BCSSI/Boone Area Transit Systems (BATS) to submit the Indiana Department of Transportation (INDOT) Grant application for calendar year 2025 for public transit. The requested funding amount is \$875,268

with a 50/50 match. INDOT Section 5311 Grant would provide 50% of the \$875,268, or the dollar amount awarded upon review.

BCSSI/BATS is also looking at submitting a grant to INDOT Section 5339 during this funding period for two replacement accessible minivans. Estimated costs per minivan are \$71,000 (\$56,800 – federal and \$14,200 – local). The capital program, INDOT 5339, is an 80/20 match, meaning they would provide 80% of the \$71,000, or the dollar amount awarded upon review.

BCSSI has had a partnership with Boone County since 2006, offering public transit services to Boone County residents. There are currently a total of 18 vans in service for Boone County.

Bob Clutter, County Attorney, presented Resolution 2024-03 authorizing the filing of a CY2025 application for a grant under Section 5311/5339 of the Federal Transit Act and read it aloud in pertinent parts pursuant to state law.

Commissioner Wolfe moved to approve authorizing the filing of a CY2025 application for a grant under Section 5311/5339 of the Federal Transit Act. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

IN THE MATTER OF SOUTHERN HEALTH PARTNERS, INC. AMENDMENT

Mike Beard, Chief Deputy Sheriff, presented Southern Health Partners, Inc (SHP) Amendment #1. It was identified the number of hours allotted for mental health was not being fully utilized. They are not decreasing or losing the number of hours, but the company has offered to reduce the cost, saving approximately \$33,000 per year. Additionally, the Boone County Sheriff's Office (BCSO) is also looking at getting all the medical records computerized. With the offset of the reduction in cost for mental health services and the addition of digitizing medical records, the county is looking at an overall saving of \$10,000 for the year with this requested amendment.

Commissioner Wolfe moved to approve the SHP Amendment #1. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

IN THE MATTER OF DITCH WITCH QUOTE

Max Mendenhall, Director of Capital Investments, presented the Ditch Witch Midwest equipment sales contract (QUO-06762-C3L1Z3) for HX75 Hydro VAC system totaling \$147,125.03. This is a budgeted item for CY2024.

Commissioner Beyer moved to approve the Ditch Witch Midwest equipment sales contract. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

IN THE MATTER OF STEPHEN ELKINS CONSULTING SERVICES AGREEMENT

Bob Clutter, County Attorney, presented the Stephen Elkins independent contractor services agreement to provide planning and development consultation services and serve as staff for the Area Plan Commission (APC) and Board of Zoning Appeals (BZA).

The fees for services are as follows:

- \$150.00/hour for technical assistance, property research, development review and related services.
- \$250 for each staff report generated for the APC and BZA.

Commissioner Wolfe moved to approve the Stephen Elkins independent contractor services agreement. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

IN THE MATTER OF CODE CRAFTERS CONSULTING SERVICES AGREEMENT

Bob Clutter, County Attorney, presented the Code Crafters/Deborah Luzier, AICP consulting services agreement perform Planning Director Services as assigned by Boone County.

The fees for services are as follows:

- \$150.00/hour for Planning Director Services.
- Travel Reimbursement: Travel time is billed at the hourly rate identified above. Mileage is billed at the current Federal mileage rate.

Commissioner Wolfe moved to approve the Code Crafters/Deborah Luzier, AICP consulting services agreement. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

IN THE MATTER OF TAYLOR FARM LEASE AMENDMENT

The Taylor farm lease amendment was tabled until the next meeting.

IN THE MATTER OF INDOT LOCAL ROADS & BRIDGES MATCHING GRANT AGREEMENT DES NO. 2400155 AND 2400156

Nick Parr, Director of Highways, presented the Indiana Department of Transportation (INDOT) local roads and bridges match grant agreement for the following projects:

1. Des No. 2400155 – Bridge rehabilitation or repair at N CR 1075 from CR 700 N to W CR 750 N.
2. Des No. 2400156 – Bridge rehabilitation or repair at N CR 1075 W from SR 47 to W CR 700 N.

The maximum amount of state funds allocated to this project is \$556,005.51.

Commissioner Beyer moved to approve ratifying the INDOT local roads and bridges match grant agreement. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

IN THE MATTER OF LPA CONSULTING CONTRACT – A&F ENGINEERING CO., LLC

Nick Parr, Director of Highways, presented the Local Public Agency (LPA) consulting contract with A&F Engineering Co., LLC for right-of-way services (appraisals, appraisal reviews, buying and negotiations) for Project 2020-13, CR 400 E/100 S roundabout (Des No. 2003020). The total not to exceed is \$54,000. This agreement is on the Indiana Department of Transportation (INDOT) boilerplate contract since it is a federally funded project. Boone County will be responsible for 20% of the costs incurred for this work. Once this is completed an INDOT/LPA reimbursement agreement will be created and sent for execution.

Commissioner Wolfe moved to approve the LPA consulting contract with A&F Engineering Co., LLC. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

IN THE MATTER OF OLD BUSINESS

BOONE COUNTY JUSTICE CENTER PROJECT UPDATES

Michael Nielsen, Project Manager, presented the following updates for the Boone County Justice Center (BCJC) project:

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|---|--|
| Safety | <ul style="list-style-type: none"> ● We conducted meeting number 65 with our Owner-Architect-Contractor meeting this last week. We are at roughly 60% project completion. ● We are 20 days without recordable incident. ● Still working on two deep structures and the rain has even complicated it further. Those structures both fenced off with perimeter fencing. ● Summer heat coming Hagerman will be stressing hydration protocols. ● Crane on site last week and this week. |
| Issues | <ul style="list-style-type: none"> ● Dewatering continues at Unit B and Unit A deep excavation site. As you heard two weeks ago, we had to bring in another pump and drive 12 more wellheads. Still not keeping up. ● Last week we had CJ Well Company come out and dig three deep 50-foot 12-inch wells. Hope to get the ground water out of the deep structures. We will keep trying. ● Working on the design of two existing air intake valves on the north side of the existing building and how they will be in the future. We finally have a solution and will not be penetrating the old roof. |
| Milestones accomplished since last update | <ul style="list-style-type: none"> ● Final Large RTU on Unit B was completed and installed. 33K pounds. ● Unit A IT Server Room Being built out now. Wood blocking and drywall installed. ● Unit A drywall installed in basement and starting in Admin. ● Kitchen area final paint being completed. ● Unit B upper-level drywall being installed. ● Reviewed both the Bolt-A-Block and Masonry wall paint mock-up. |
| Schedule milestones to be accomplished | <ul style="list-style-type: none"> ● Continue to work on the deep structures until set. ● Unit E steel to finish this week and move right onto Unit C steel. ● Unit B priming and painting this week and next for residential housing. ● Juvenile Probation veneer will be installed. ● Demo items in C will begin to get removed now that Sally Port is poured allowing access. ● Framing will begin in Unit C next week. ● Connector (Front Entrance) framing continues this week. Working through some large window problems. |

TIMECLOCK PLUS PROJECT UPDATES

Michael Nielsen, Project Manager, presented the following updates for the TimeClock Plus (TCP):

- We are in a holding pattern for Guts and the Auditors Office to complete the single payroll voucher and the complete integration. It has been tested.
- We must work out some questions on OT rates and how they are calculated by TCP. We want to make sure everything is done by SBOA standards with the Auditors Office approval.
- Very close to completion of this project.

NEOGOV PROJECT UPDATES

Michael Nielsen, Project Manager, presented the following updates for the NeoGov Project:

- Completed our implementation of the Perform module last week with our team implementer. This module is for performance reviews.
- This week our focus of the implementation meetings begins in the Core HR module. This will take several weeks to implement this module.
- In the meantime, we are working with the Prosecutor's Office on the testing of the system as well.

IN THE MATTER OF STAFF REPORTS

- APC –
- Capital Investments / Facilities – Max Mendenhall
- Health Department – Lisa Younts / Abby Messenger
- Highway Department – Nick Parr
- Human Resources – Megan Smith
- IT Support – GUTS
- Other Elected Officials

Mike Beard, Chief Deputy Sheriff presented the following item(s):

- 1) Request use of the courthouse on May 15, 2024 after hours for the Peace Officers Memorial Day service taking place on the square.

Commissioner Wolfe moved to approve the use of the courthouse on May 15, 2024 after hours for the Peace Officers Memorial Day service. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

Nick Parr, Director of Highways presented the following item(s):

- 1) Discussion on execution of the revised standard drawings. Updates include the addition of two (2) new standards:
 - 714 Concrete box footing
 - 403 Aggregate road surface to hot mix asphalt (HMA) pavement transitional detail

Additionally, there are three (3) revisions to existing standard drawings:

- 402-001 Full depth patch detail
- 402-002 Road cut patch detail
- 900-002 Street name sign details

Commissioner Beyer moved to approve the standard drawing updates. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

Commissioner Wolfe made several important remarks:

- 1) Wolfe expressed his disappointment regarding the reports of violent threats received by members of solar companies, landowners, and specifically Stacy Sutphin. He emphasized that such behavior is unacceptable, and he extends sincere apologies to anyone who has been subjected to threats during these controversial discussions. Wolfe reiterated that Boone County stands against such actions and is better than this.

- 2) Wolfe addressed rumors circulating during this election season, particularly regarding the Boone County Justice Center (BCJC) expansion. He clarified that the communication center was not forgotten or purposely left out of the plan designs. It was indeed included, and there are ongoing discussions on how to improve it to meet future needs. The county is looking ahead 10-20 years into the future and planning for the expansion of the communication system as the county continues to grow. Best practices indicate that the communication center should eventually have its own facility, and this is part of the future plan. Wolfe thanked the Boone County Sheriff's Office (BCSO) for their input and involvement in the process. Mike Beard, Chief Deputy Sheriff, added that the BCSO reviewed the original plans and provided recommendations for improving the center for the next 10-20 years. There are ongoing discussions on how to implement these suggestions. Beard emphasized the need for a larger and better-equipped center in the next 10-20 years to accommodate the county's growth. He noted that while Boone County has been working on improving communications, areas like Zionsville, Whitestown, and Lebanon have been growing rapidly, putting pressure on our communication system. These discussions are vital for planning the future, and updates to the communication center were indeed part of the plan.

IN THE MATTER OF PUBLIC COMMENT

Cory Brown followed up on the ditch and driveway culvert issue he presented at the last meeting. Commissioner Beyer has been out to the property and has met with Nick Parr. Beyer proposed meeting with Mr. Brown and Mr. Parr after the meeting adjourns to discuss the matter further.

IN THE MATTER OF DOCUMENT SIGNING

- 1) Claims Dockets – regular, prepays, payroll, and insurance.
Commissioner Wolfe moved to approve Budgetary Claims presented from the Auditor's Office. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

IN THE MATTER OF MAIL

See (**Appendix #3**) for a list of mail opened by the Commissioners on this date.

IN THE MATTER OF ADJOURNMENT

With no further business, Commissioner Beyer moved to adjourn the Boone County Commissioners' Meeting at 9:52 AM on Monday, May 6, 2024. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.