

BOONE COUNTY BOARD OF COMMISSIONERS

Meeting Agenda for July 15, 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.

****Revised****

1. Call Commissioners' Meeting to Order.
2. Determination of Quorum and Pledge of Allegiance to the Flag
3. Approval of Minutes of the July 1, 2024 Commissioners' Meeting
4. New Business
 - A. Legal Issues
County Attorney
 - B. Broadband Project Announcement
Jeremy Burton/Comcast
 - C. ARPA Project List
Commissioners
 - D. Ditch Witch Credit Application
Max Mendenhall
 - E. Schedule of Fees for Highway Department
Nick Parr
5. Old Business
6. Staff Reports
 - A. Area Plan
 - 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 JULY 15, 2024 MEETING

The Boone County Board of Commissioners met in regular session at 9:09 AM on Monday, July 15, 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:

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

ABSENT:
Donnie Lawson Commissioner, President

DETERMINATION OF QUORUM AND PLEDGE TO THE FLAG

Commissioner Wolfe opened the meeting at 9:09 AM with a quorum of two (2) Commissioners present and led the Pledge to the Flag in unison.

IN THE MATTER OF MINUTES

Commissioner Beyer moved to approve the Minutes of July 1, 2024 Commissioners' Meetings as presented. Motion seconded by Wolfe; motion passed unanimously 2-0.

IN THE MATTER OF LEGAL ISSUES

Bob Clutter, County Attorney, presented the following item(s):

- 1) A Quitclaim Deed transferring property north of Thorntown extending to the Boone County/Clinton County line. The property was formerly a railroad right-of-way that has been converted into a trail through collaborative efforts by Colfax, Thorntown, and Frinds of Boone County Trails. The trail was developed and improved to benefit the health and general welfare of the citizens of Boone County. A grant was awarded to support the project. Per Ordinance 2019-05, Colfax is required to convey the trail to Boone County Commissioners for future maintenance upon completion of the improvements. The Quitclaim Deed will facilitate the formal transfer of the trail property from the Town of Colfax to Boone County Commissioners.

Commissioner Beyer moved to accept the Quitclaim Deed. Motion seconded by Commissioner Wolfe; motion passed unanimously 2-0.

IN THE MATTER OF BROADBAND PROJECT ANNOUNCEMENT

Jeremy Burton, Manager of Government & Regulatory Affairs at Comcast Cable Communications, LLC, announced that our joint application to the Indiana Next Level Connections Broadband Grant Program has been

approved in Round 4. We will proceed with deploying broadband infrastructure to eligible locations in Boone County.

This project will bring qualified broadband service to 2,180 households and businesses across 145 miles of new infrastructure within the Project Area. The State has awarded \$1,597,796.14 to support this initiative. Comcast is contributing \$9,703,554, and Boone County is providing \$10,000, resulting in an 85.86% total project match.

Additionally, Burton mentioned that Comcast engineers have identified an opportunity to potentially expand the project to include an extra 900 homes. They are open to discussing this expansion and exploring the possibility of additional investment with the appropriate subsidy.

For further details, please refer to **Appendix #2** for the Executive Summary.

IN THE MATTER OF AMERICAN RESCUE PLAN ACT PROJECT LIST

Commissioner Wolfe presented the following changes (in **bold**) to the County's American Rescue Plan Act (ARPA) funding plan as follows:

A. Proposed Actions to Support Public Health Expenditures.

- i. Investment in Boone County Drug Court – Estimated cost of \$80,000 (EC 1.13)
- ii. Infirmary and programming space at county correctional facility for treatment of inmates and to provide space for mental health and substance abuse programming – Estimated cost of ~~\$2,250,000~~ \$2,096,600 (EC 1.12)
- iii. Economic Development Corporation/Community Corrections life skills and financial training – Estimated cost of \$125,000 (EC 2.10)
- iv. Sylvia's Child Advocacy Center (CAC) – Estimated cost \$21,400
- v. Boone County Child Advocacy Center (CAC) and Witham Hospital for Center of Hope – Estimated Cost of \$10,000 (EC1.12)
- vi. ~~Community Corrections Opioid Grant Match – Estimated cost \$225,000 (Removed – Boone County did not receive the grant.)~~

B. Proposed Actions to Respond to the Negative Economic Impacts of COVID-19.

- i. Grant to Convention and Visitors Bureau for lost revenues – Estimated cost of \$280,000 (EC 2.35)
- ii. Grant to Witham Hospital for lost revenues – Estimated cost of \$350,000 (EC 2.36)

C. Proposed Uses for the Replacement of Lost Public Sector Revenues.

- i. County information technology updates and cybersecurity improvements to protect citizen health data – Estimated cost of \$350,000 (EC 6.1)
- ii. Protective and remote equipment for Boone County Highway Department – Estimated cost of \$110,000 (EC 6.1)
- iii. Boone County Child Advocacy Center (CAC) for lost revenues - Estimated cost of \$21,400
- iv. **HVAC Control Upgrades (Courthouse & Annex) – Estimated cost of \$125,000**
- v. **Tractor for Trail Maintenance - Estimated cost of \$125,000**

D. Proposed Actions to Invest in Water, Sewer, Broadband, and Infrastructure.

- i. Advance wastewater generators project – Estimated cost of \$132,000 (EC 5.2)

- ii. Advance READI Grant Match – Estimated cost of \$50,000
- iii. Thorntown sanitary sewer project and lagoon enlargement – Estimated cost of \$2,000,000 (EC 5.2)
- iv. **Jamestown sidewalk improvement project – Estimated cost of \$400,000**
- v. Broadband service expansion – Estimated cost of ~~\$2,000,000~~ \$260,000 (EC 5.21)
- vi. Jackson Run two-stage ditch improvements to County Road 650 East – Estimated cost of \$400,000 (EC 5.6)
- vii. Trailside 36-inch outlet across Main Street – Estimated cost of \$700,000 (EC 5.6)
- viii. Carroll regulated drain reconstruction – Estimated cost of ~~\$500,000~~ **\$358,793.02** (EC 5.6)
- ix. Terhune drainage improvements – Estimated cost of ~~\$300,000~~ \$900,000 (EC 5.6)
- x. Grassy Branch regulated drain and two bridge replacements necessary for reconstruction – Estimated cost of ~~\$3,000,000~~ **\$1,371,262.14** (EC 5.6)
- xi. Pearson regulated drain reconstruction and replacement or repair of bridges and culverts necessary for reconstruction – Estimated cost of \$200,000 (EC 5.6)
- xii. **Regulated Legal Drain Improvement Projects - Estimated cost of \$508,000**
 - o Broshar Ditch Cleanout
 - o Belt Ditch Cleanout
 - o Etter-Green Ditch Cleanout
 - o McBane Ditch Cleanout
 - o Hinshaw Ditch Cleanout
 - o Trelkeld/Riggins Ditch Cleanout
 - o Schenck Tile
 - o Weatherald Ditch Cleanout
 - o Pearson Ditch
 - o Engineering Fees
- xiii. **Bridge Replacement Projects - Estimated cost of \$650,000**
 - o Bridge 84 – CR 400E S of 200 N over Browns Wonder Ditch
 - o Bridge 139 – CR 875W Sof Baseline Road over Walnut Fork Sugar Creek
 - o Bridge 70 – CR 600E S of 250 N over Months Run
 - o Bridge 285 – CR 200S W if 1100 W over Branch of Walnut Fork
 - o Bridge 158 – CR 25W S of 400 S over Smith Ditch
- xiv. **Bridge Rehabilitation Projects – Estimated cost of \$490,000**
 - o Bridge 19 – CR 1075W N of 700 N over Goldsberry Creek
 - o Bridge 17 – CR 1075W S if 700 N over Sugar Creek
 - o Bridge 203 – Willow Road S of 550S over Big Eagle Creek
- xv. **Small Structure Replacement Projects – Estimated cost of \$890,000**
 - o Pearson Drain – MA002 & MA003 – CR 1200 E S of SR 47
 - o Belt Ditch – PE001 & HA015 – CR 500S E of 50 E over Belt Ditch
 - o JA005 – CR 650 W S of 200 S over J Service Ditch
 - o JA027 – Middle Jamestown Road west CR 600 W

E. Revenue Replacement and Administrative Expenses

- i. Costs of administering the program (EC 7.1)
- ii. Provision of government services, replacing lost revenue – All remaining funds (EC 6.1)

Commissioner Beyer moved to approve the changes to the ARPA project list as submitted. Motion seconded by Commissioner Wolfe; motion passed unanimously 2-0.

IN THE MATTER OF DITCH WITCH CREDIT APPLICATION

Max Mendenhall, Director of Capital Investments, presented the credit application for Ditch Witch Midwest to facilitate the purchase of parts.

Commissioner Beyer moved to approve the credit application for Ditch Witch Midwest. Motion seconded by Commissioner Wolfe; motion passed unanimously 2-0.

IN THE MATTER OF SCHEDULE OF FEES FOR HIGHWAY DEPARTMENT

Nick Parr, Director of Highways, presented proposed amendments to the fee schedule for construction in the right-of-way permits. Due to increases in the costs associated with permit review, site inspection, and closeout, adjustments to the fee structure have been deemed necessary.

For further details, please refer to **Appendix #3** for the Boone County Highway Department Schedule of Fees for Construction in Rights-Of-Way.

Commissioner Beyer moved to approve the amendments to the fee schedule for construction in the right-of-way permits. Motion seconded by Commissioner Wolfe; motion passed unanimously 2-0.

IN THE MATTER OF OLD BUSINESS

No old business discussed during the meeting.

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

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

- 1) The Butler Fairman & Seufert, Inc (BF&S) Task Order #46 for the construction inspection of Bridges 17 & 19. The contractor has submitted a preliminary schedule indicating that work is set to commence in August. This project is partially funded through the Community Crossings Matching Grant, which requires meticulous documentation of quantities and materials used for proper project closeout. The inspection services will focus on critical elements including deck patching, concrete overlay, and work

within the channel. The total cost for these inspection services will not exceed \$75,400 and will be billed on an hourly basis. To optimize resources and minimize costs, our team will assist with inspections as available, thereby reducing the hours required under this agreement.

Commissioner Beyer moved to approve BF&S) Task Order #46 for the construction inspection of Bridges 17 & 19. Motion seconded by Commissioner Wolfe; motion passed unanimously 2-0.

- 2) An agreement with Stantec Consulting Services for the Pearson Drain Small Structures project, specifically MA002 & MA003. This agreement covers the analysis of the downstream impact associated with replacing these two small structures. The total cost for this analysis is not to exceed \$13,250. Bob Clutter, County Attorney, had a few minor revisions to the agreement.

Commissioner Beyer moved to approve the Stantec Consulting Services agreement subject to the acceptance of the County Attorney's changes. Motion seconded by Commissioner Wolfe; motion passed unanimously 2-0.

- 3) The sales disclosure forms related to the right-of-way dedication to Boone County. As part of the recent road improvements undertaken by the IEDC, parcels along 150 W, 375 N, and 450 N have been acquired. The permit conditions for these improvements stipulate that these parcels must be transferred to the public agency responsible for maintaining the right-of-way.

Commissioner Beyer moved to approve the sales disclosure forms and authorized Commissioner Lawson to execute the documents on behalf of the board. Motion seconded by Commissioner Wolfe. Before the vote, Commissioner Wolfe remarked on a recent legislative action that affects property sales to state agencies. Under the new state law, properties sold to state agencies are not required to report a value on the sales disclosure and are exempt from filing the form. Commissioner Wolfe expressed his disapproval of this provision and urged individuals to voice their concerns to state legislators to advocate for change. The motion passed unanimously 2-0.

4) Other Highway Items for Information/Discussion:

- Countywide Sign Replacement Project- Bids were open 7/10, 6 bids received. Engineer's estimate was \$1,718,559.93, low bid \$1,170,628.11. The highest bid was \$2,000,735.39. This is a 90/10 Safety Project; our match would be \$117,062.08. INDOT has agreed to cover the CN phase for this project and cover the entire amount. The asset management team worked to get bidders and ensure the project estimate was accurate, if there were less than 3 bidders or the bids were 15% over the estimate the project would not have been awardable and the 100% funding would have been lost.
- SR 47 at US 52 intersection- INDOT anticipates it to be re-open in about 2 weeks, weather permitting.
- No Left Turn Sign on SR 47 at 150 W- INDOT indicates the sign is in place due to the geometry of the offset at the intersection, here is their explanation.. *"It was prohibited for safety due to the offset of the intersection, and to give priority to what was expected to be the more significant left turn (SB) volume. Not ideal, and not necessary at all times of the day, but more difficult to establish a restriction for when it is for sure not going to cause any issues."*

IN THE MATTER OF DOCUMENT SIGNING

- 1) The following Veridus Group Recommendation Letters for ratification:

- Recommendation Letter 086: To proceed with approval of costs per the Central Restaurant Product quotes #Q601787 dated 06/07/24, #Q595067 dated 05/25/24; and Cambro quote dated 06/20/24. These quotes are specific to the added beverage coolers in community corrections, shelving in the new Marketplace, shelving in the dry storage unit, and refrigerator/freezer in the new Marketplace. The total amount for the Central Restaurant Products quotes is \$31,496.59. Approved by Commissioner Wolfe on July 2, 2024
- Recommendation Letter 087: To proceed with approval of costs per the SHARP Business Systems proposal dated 07/01/2024, specific to the audio/visual displays package. The total for the SHARP Business Systems proposal is \$307,037.20. Approved by Commissioner Wolfe on July 3, 2024

Commissioner Beyer moved to ratify the Veridus Group Recommendation Letters 086 and 087. Motion seconded by Commissioner Wolfe; motion passed unanimously 2-0.

2) Claims Dockets – regular, prepays, payroll, and insurance.

Commissioner Beyer moved to approve Budgetary Claims presented from the Auditor’s Office. Motion seconded by Commissioner Wolfe; motion passed unanimously 2-0.

IN THE MATTER OF MAIL

See **(Appendix #4)** 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 9:44 AM on Monday, July 15, 2024. Motion seconded by Commissioner Wolfe; motion passed unanimously 2-0.

Executive Summary - Boone County Broadband Expansion

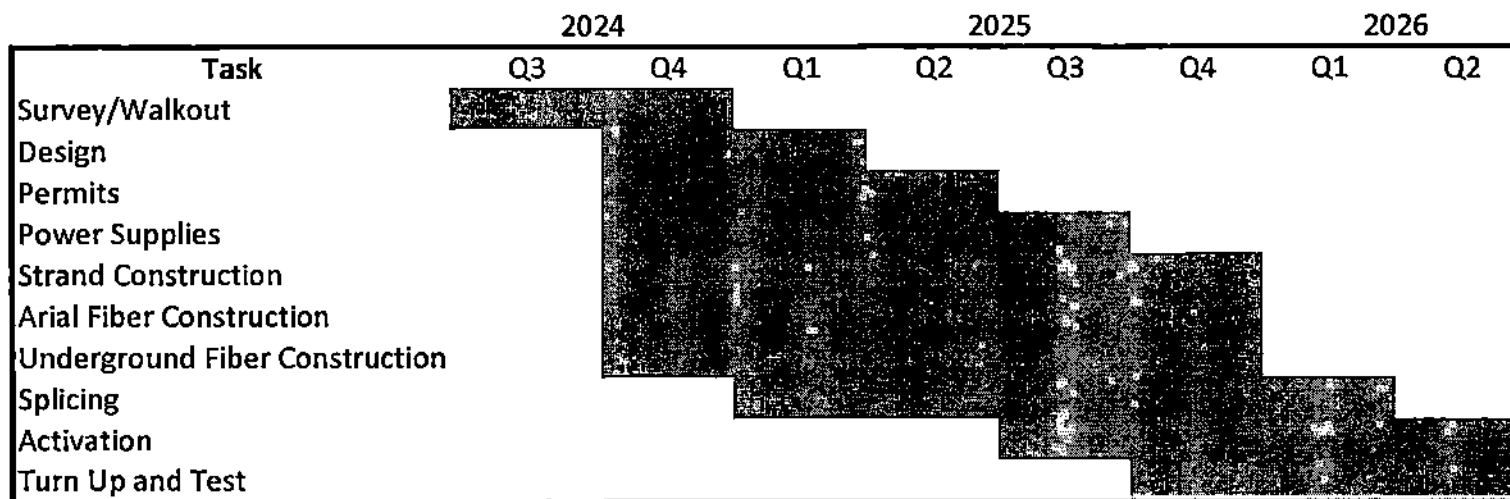
Comcast Cable Communications, LLC (“Comcast”) and Boone County (“County” or “Partner”) appreciate the opportunity to respond to the Indiana Next Level Connections Broadband Grant Program with respect to deploying broadband infrastructure to eligible locations in Boone County. As detailed further below, Comcast proposes to deploy qualified broadband service to 2,180 households and businesses in the County totaling 148 miles of new infrastructure deployed in the Project Area. Comcast plans to use a combination of fiber to the home and hybrid fiber coaxial (“HFC”) network architectures, which allows for the most efficient and cost-effective deployment of broadband infrastructure while leveraging existing Comcast infrastructure (the “Project”). Of the 2,180 locations contained in this proposal, 66 are considered priority one addresses and 10 are considered priority two addresses. Total eligible project cost is \$11,313,554. Comcast’s applicant match of \$9,703,554 and Boone County is contributing \$10,000 which represents a 85.86% percent total project match.

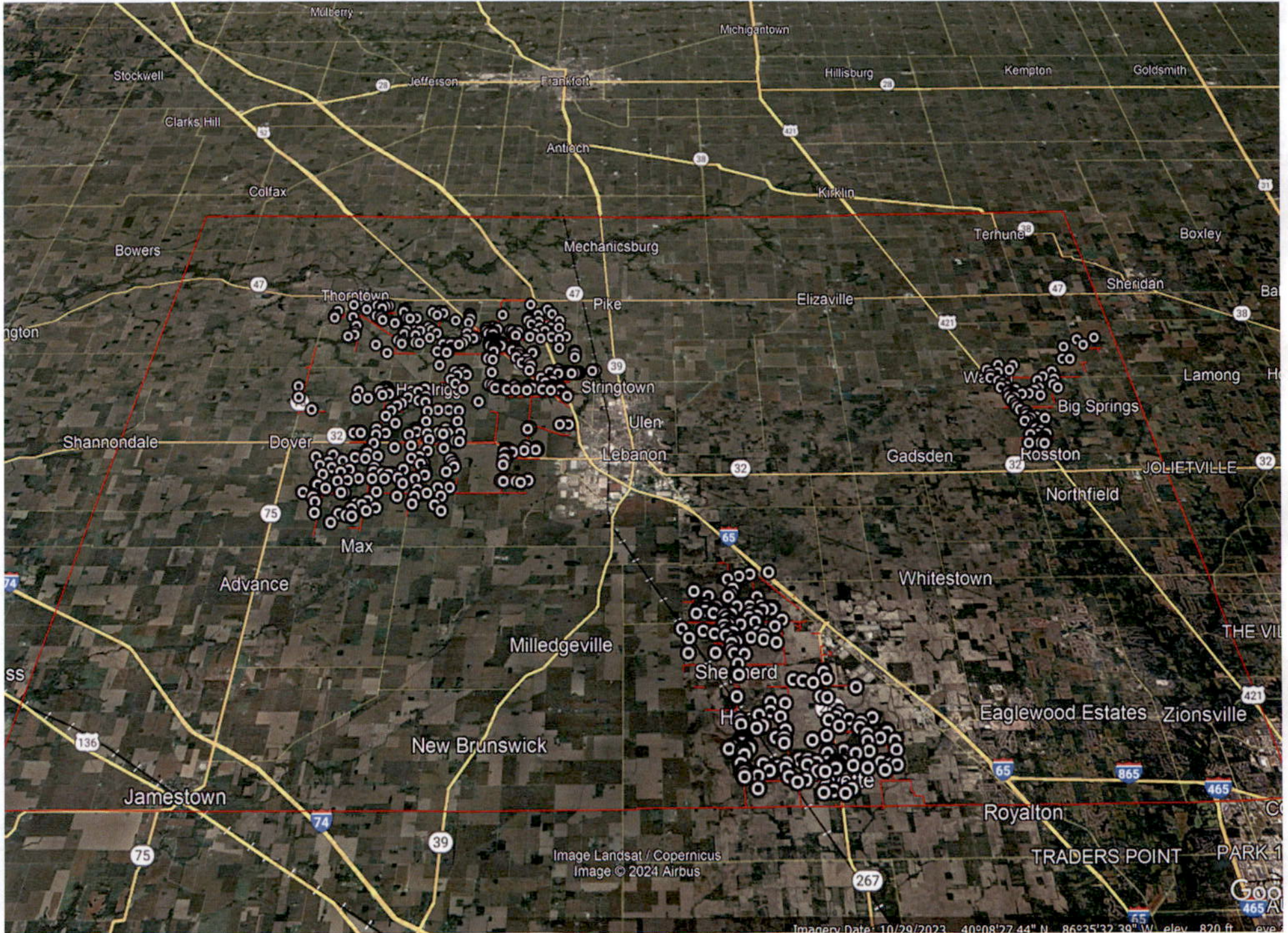
Comcast proposes to construct the project using a combination of fiber to the home and hybrid fiber coax (HFC) network architectures to reach the proposed locations. Using both network architectures allows for the most efficient and cost-effective deployment of broadband infrastructure by utilizing existing Comcast infrastructure. HFC networks are highly reliable and scalable to multi-gigabit symmetrical speeds. Upon project completion, this network will be highly reliable and scalable, permitting bandwidth and low latency potential well beyond foreseeable needs. At the same time, households and businesses in the County will have access to Comcast’s full suite of products and services. Comcast’s residential broadband service will be available at speeds ranging from 50/10 Mbps to 10/10 Gbps. Comcast’s business-class broadband ranges from 35/5 Mbps to 100/100 Gbps.

Providing broadband service to this unserved/underserved area will greatly improve the community’s quality of life by enabling residents to bridge the local skills gap, expand their career pathways, access and engage telehealth opportunities, pursue education, and more.

Furthermore, with symmetrical gigabit broadband speeds becoming available to home-based businesses and entrepreneurs, it opens the residents of Boone County to vast online resources and a worldwide marketplace. Providing broadband service to this underserved area will enable teleworkers to engage in online sales and marketing and increase the area’s attractiveness for entrepreneurs and start-up entities, create economic development opportunities and help with the creation and retention of jobs.

Under Comcast’s Internet Essentials offering – the most comprehensive and successful low-income broadband adoption program in the nation – qualifying households can obtain broadband service at speeds of up to 50Mbps/10Mbps for \$9.95/month (plus applicable taxes, fees, and surcharges), or speeds of up to 100Mbps/20Mbps for \$29.95/month (plus applicable taxes, fees, and surcharges), as well as free digital skills training in person and online. Customers have the option to purchase a low-cost Internet-ready computer.





APPENDIX #3

**BOONE COUNTY HIGHWAY DEPARTMENT
SCHEDULE OF FEES FOR CONSTRUCTION IN RIGHTS-OF-WAY**

The permit fee is based on the type and amount of work being authorized by this permit. Fees shall be paid by check or money order or credit card, if on-site or on-line processing is available, made payable to the “Boone County Highway Department”. Cash cannot be accepted.

Type of Work	Fee
Open Road Cut across or within a paved roadway	\$3 per square foot of excavation with a (\$600) minimum.
Open Road Cut across or within a gravel roadway	\$50 per cut
Underground linear project including grading, trenching or excavation parallel to road	\$100 for each five hundred (500) feet of continuous construction or part thereof *Additional fees may be assessed on projects greater than 1 mile to cover the direct expenses of hiring consultant inspection staff.
Push or bore under road	\$100 per bore or push
Placement/removal of poles/overhead lines	\$100 for each one thousand (1,000) feet of continuous pole line or fraction of one thousand (1,000) *Permit not required when replacing or removing a single pole in an existing location due to damage to the pole.
Tap pit/Spot Cut dirt	\$100 per tap pit less than one hundred (100) square feet in area. Does not include any cutting of the pavement surface.
Major Commercial Drive	\$300 per drive
Minor Commercial Drive	\$300 per drive
Construction/Temporary Drive	\$150 per drive
Public Road Approach/Private Road Approach	\$500 per approach + \$2.00 per square foot of full width auxiliary lane pavement + \$0.50 per square foot of road widening
Utility pull-off drive	\$300 per drive
Residential Drive	\$200 per drive
Field Entrance	\$50 per entrance
Service Drops	\$50 per drop