

# BOONE COUNTY BOARD OF COMMISSIONERS

## Meeting Agenda for September 3, 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.**

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1. Call Commissioners' Meeting to Order.
2. Determination of Quorum and Pledge of Allegiance to the Flag
3. Approval of Minutes of the August 5 and August 19, 2024 Commissioners' Meetings
4. New Business
  - A. Legal Issues County Attorney
  - B. Boone County Hospital Association Appointments Kelly Braverman/John Brand
  - C. Witham Board of Trustees Appointments Kelly Braverman/John Brand
  - D. Evergreen - Lebanon (former Sunoco Property) Phil Schlak/Commissioners
  - E. JDAI MOUs and Contracts Lauri Thompson
  - F. Perfection Group Agreement Max Mendenhall
  - G. Priority Waste Service Agreement Max Mendenhall
  - H. TimeClock Plus Renewal Commissioners
  - I. 2025 Holiday Schedule Commissioners
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](mailto:kjessie@co.boone.in.us).

# BOONE COUNTY BOARD OF COMMISSIONERS

## MINUTES OF THE SEPTEMBER 3, 2024 MEETING

The Boone County Board of Commissioners met in regular session at 9:00 AM on Tuesday, September 3, 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:

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

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### **DETERMINATION OF QUORUM AND PLEDGE TO THE FLAG**

Commissioner Lawson opened the meeting at 9:17 AM with a quorum of all three (3) Commissioners present and led the Pledge to the Flag in unison.

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### **IN THE MATTER OF MINUTES**

Commissioner Wolfe moved to approve the Minutes of August 5 and August 19, 2024 Commissioners' Meetings as presented. Motion seconded by Beyer; motion passed unanimously 3-0.

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### **IN THE MATTER OF LEGAL ISSUES**

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

- 1) The request to accept the maintenance bond for Grace Fields Subdivision.
  - Storm and SSD in the amount of \$70,528.00

Commissioner Beyer moved to accept the maintenance bond for Grace Fields Subdivision as presented. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

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### **IN THE MATTER OF BOONE COUNTY HOSPITAL ASSOCIATION APPOINTMENTS**

Kelly Braverman, Witham President/CEO, presented the request to reappoint Margaret Walters as a member of the Boone County Hospital Association for an additional four-year term – term expiring in 2028.

Braverman also presented the request to appoint Michell Randolph as a member of the Boone County Hospital Association for a three-year term – term expiring in 2027.

Commissioner Wolfe moved to approve the reappointment of Margaret Walters (4-year term) and appoint Michell Randolph (3-year term) as members of the Boone County Hospital Association. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

## **IN THE MATTER OF WITHAM BOARD OF TRUSTEES APPOINTMENTS**

John Brand, Chair of the Witham Health Services' Board of Trustees, presented the request to reappoint himself as a member of the Witham Health Services Board of Trustees for an additional four-year term – term expiring on December 31, 2028.

Brand also presented the request to appoint Julie Reagan as a member of the Witham Health Services Board of Trustees for a three-year term – term expiring December 31, 2027.

Commissioner Wolfe moved to approve the reappointment of John Brand (4-year term) and appoint Julie Reagan (3-year term) as members of the Witham Health Services Board of Trustees. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

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## **IN THE MATTER OF EVERGREEN – LEBANON (FORMER SUNOCO PROPERTY)**

Phil Schlak, Senior Manager / Engineer at Atlas, presented a letter (subject: Property Boundaries and Environmental Restrictive Covenant) summarizing the current status and conditions related to the Evergreen – Lebanon (former Sunoco Property) property, located at 2065 Indianapolis Avenue in Lebanon, Indiana. The Indiana Department of Environmental Management (IDEM) Facility Identification Number assigned to the former Sunoco Property is 25205, and the IDEM Leaking Underground Storage Tank (LUST) Incident Number assigned to the release is 200410035. The IDEM has reviewed the final documents and data related to LUST Incident Number 200410035, and is prepared to grant closure of the incident.

Commissioner Beyer moved to approve the Atlas letter related to the Evergreen – Lebanon (former Sunoco Property) property. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

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## **IN THE MATTER OF JDAI MOUS AND CONTRACTS**

Lauri Thompson, JDAI Coordinator presented the following contracts and Memorandum of Understanding (MOU) related to grant funds:

1. JDAI grant administration agreement with Brenda Spall to provide MRT Instruction
2. JDAI grant administration agreement with Zoe Stratton to provide MRT Instruction
3. JDAI grant administration agreement with Carol Hill to provide Family Navigator Services
4. JDAI grant administration agreement with Tim Edmonds to provide Family Navigator Services
5. JDAI grant administration agreement with Geena Lozano to provide instruction of the Runaway Prevention Strategies (RAPS) course
6. JDAI grant administration agreement with Lindsay Smith to provide instruction of the Runaway Prevention Strategies (RAPS) course
7. JDAI grant administration agreement with Zoe Stratton to provide instruction of the Runaway Prevention Strategies (RAPS) course
8. MOU between JDAI and EMPACT Solutions
9. MOU between JDAI And Boone County Mentoring Partnership
10. MOU between JDAI and We All Matter (WAM)
11. MOU between JDAI and We All Value Each Other (WAVE)

Commissioner Wolfe moved to approve the JDAI contracts and MOUs as presented. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

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## **IN THE MATTER OF PERFECTION GROUP AGREEMENT**

Max Mendenhall, Director of Capital Investments, presented the Perfection Group agreement to replace two (2) 3-ton heat pumps that sit on the roof of the courthouse. The total cost of the project is \$23,907.00.

Commissioner Beyer moved to approve the Perfection Group agreement. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

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## **IN THE MATTER OF PRIORITY WASTE SERVICE AGREEMENT**

Max Mendenhall, Director of Capital Investments, presented the Priority Waste services agreement for trash and recycling. He noted that switching from Waste Management to Priority Waste would yield a cost savings of approximately \$200 per month. Bob Clutter, County Attorney, suggested a few minor revisions to the agreement and recommended approval, contingent upon the acceptance of those changes.

Commissioner Wolfe moved to approve the Priority Waste services agreement, subject to the changes being accepted. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

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## **IN THE MATTER OF TIMECLOCK PLUS RENEWAL**

Kaylee Jessie, Executive Administrator, presented the TimeClock Plus (TCP) renewal quote in the amount of \$18,105.05.

Commissioner Beyer moved to approve the TimeClock Plus (TCP) renewal quote. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

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## **IN THE MATTER OF 2025 HOLIDAY SCHEDULE**

Bob Clutter, County Attorney, presented the proposed 2025 Holiday Schedule:

Wednesday, January 1	New Year's Day
Monday, January 20	Martin Luther King, Jr. Day
Monday, February 17	President's Day
Friday, April 18	Good Friday
Monday, May 26	Memorial Day
Friday, July 4	Independence Day
Monday, September 1	Labor Day
Monday, October 13	Columbus Day
Tuesday, November 11	Veterans Day
Thursday, November 27	Thanksgiving
Friday, November 28	Day after Thanksgiving
Wednesday, December 24	Christmas Eve
Thursday, December 25	Christmas Day
Friday, December 26	Washington's Birthday

Debbie Morton-Crum, County Auditor, noted that Juneteenth and New Years Eve were “missing” from the list. Commissioner Wolfe inquired about the total number of holidays included. Clutter clarified that the County’s Holiday Schedule comprises 14 holidays, while Indiana’s State Holiday Schedule lists 12 for 2025. He pointed out that the state does not observe Juneteenth or New Year’s Eve. The only modification to the 2025 Holiday Schedule compared to previous years is the observance of New Year’s Eve as Washington’s Birthday on December 26. Auditor Crum explained that most offices cannot operate on December 31 due to year-end deadlines. Debbie Ottinger, County Recorder, expressed gratitude to the Commissioners for the extended Christmas closure, reiterating that the Recorder’s Office would be unable to conduct business on December 31. Crum emphasized that elected officials do not support recognizing Washington’s Birthday on December 26 while omitting New Year’s Eve as a holiday.

Commissioner Beyer moved to approve the 2025 Holiday Schedule as presented. Motion seconded by Commissioner Wolfe. There was discussion to potentially re-evaluate at the next meeting. Motion passed unanimously 3-0.

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### IN THE MATTER OF OLD BUSINESS

No old business was presented at today’s meeting.

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### 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

***Max Mendenhall, Director of Capital Investments presented the following item(s):***

- 1) An update on the Boone County Justice Center project:
  - Project is at 80% completion
  - We continue to be on budget and on schedule
  - We are 120 days without a recordable safety incident
  - No major issues to report
  - Final sanitary sewer connection is complete
  - The Lebanon range is now available for use again
  - Kitchen equipment and exhaust hood will be tested this week

***Megan Smith, Director of Human Resources presented the following item(s):***

- 1) OSHA Training will be rolled out at the end of the week and must be completed by the end of the year.

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

- 1) Financial commitment letter for the Rehabilitation of Bridge 203, which is on Willow Road (1100 E) north of Templin Road over Big Eagle Creek. A funding application for this project (2024-10) is being submitted to the Indianapolis MPO in the call for projects that is currently open. One of the required

submittals is a letter of commitment from the Board of Commissioners – Local Match: \$583,000.00  
IMPO Match: 1,316,000.00 Total: \$1,899,000.00

Commissioner Beyer moved to approve the financial commitment letter to the Indianapolis MPO for the Bridge Rehabilitation of Bridge 203. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

- 2) Charter/Spectrum has complied with the requirements that were included in the letters that were sent to them 8/12. We have resumed issuing permits for work to re-start in the right of way.

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### IN THE MATTER OF DOCUMENT SIGNING

- 1) The following Veridus Group recommendation letters for ratification:

- Recommendation Letter 095 – PCO 59 dated May 1, 2024 in the amount of (\$6,600.00)
- Recommendation Letter 096 – PCO 65 dated July 27, 2024 in the amount of \$84,203.00
- Recommendation Letter 097 – PCO 75A dated July 27, 2024 in the amount of \$45,525.00
- Recommendation Letter 098 – PCO 63A dated May 2, 2024 in the amount of \$19,920.00
- Recommendation Letter 100 – Dispatch revisions and build out in the amount of \$362,036.93
- Recommendation Letter 102 – PCO 005 in the amount of \$176,918 dated August 3, 2024 for the overage of the dewatering allowance
- Recommendation Letter 103 – PCO 075B in the amount of \$25,037.76 dated August 3, 2024 for the 2<sup>nd</sup> half portion of the soil stabilization costs to the shooting range road.
- Recommendation Letter 104 – PCO 086 in the amount of \$0 dated August 9, 2024 for the design changes that resulted in \$0 cost to the project.

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

- 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 3-0.

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### IN THE MATTER OF MAIL

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

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### IN THE MATTER OF ADJOURNMENT

With no further business, Commissioner Beyer moved to adjourn the Boone County Commissioners’ Meeting at 9:50 AM on Tuesday, September 3, 2024. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.