

Boone County Board of Commissioners Minutes
December 17, 2018
Connie Lamar Meeting Room
Boone County Government Building

Commissioners Present: Marc Applegate, Jeff Wolfe, and Donnie Lawson

Commissioners Absent:

Staff Attending: Bob Clutter (County Attorney) and Kaylee Jessie (Administrative Assistant)

Board President Marc Applegate opened the meeting at 9:11 am with the pledge of allegiance.

In the Matter of Letter of Support – Clinton County Area Plan Commission:

Liz Stitzel, Clinton County Area Plan Commission, appeared on behalf of the Town of Colfax requesting Boone County to support their proposal to the Department of Natural Resources for a Next Level Trails grant to fund the section of the Big Four Trail between Colfax and Thorntown. A letter of support was prepared for today's meeting and read aloud by the County Attorney, Bob Clutter.

Commissioner Jeff Wolfe made a motion to approve the letter of support.
Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

Approval of Minutes for December 3, 2018 (Regular Meeting):

Commissioner Jeff Wolfe made a motion to approve the minutes for the December 3, 2018 meeting.
Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

In the Matter of Legal Issues:

Attorney Bob Clutter presented the following item:

1. An Addendum to renew the Professional Services Agreement executed in 2011 between the Boone County Board of Commissioners and Government Utilities Technology Services, Inc. "GUTS" for the purpose of GUTS to provide Tax Sale services. Both parties agree to extend the term of the agreement for another year.

Commissioner Donnie Lawson made a motion to approve the Addendum.
Commissioner Jeff Wolfe seconded the motion. Motion carried 3-0.

2. A Notice to Proceed letter for Comcast consenting to the installation, operation, and maintenance of their cable and other equipment to provide communication services to tenants and other occupants of the KeyBank building. KeyBank has requested Comcast to provide services to enhance and upgrade their IT services. Boone County IT Department has no objections.

Commissioner Jeff Wolfe made a motion to approve the Notice to Proceed letter for Comcast.
Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

3. A Notice to Proceed letter for Motorola Solutions, Inc. for the purchase of Motorola radio communications equipment and locking in the prices. Signing of the contracts will occur in January.

Commissioner Donnie Lawson made a motion to approve the Notice to Proceed letter for Motorola Solutions, Inc. Commissioner Marc Applegate seconded the motion. Motion carried 3-0.

4. Invoice Cloud contracts for execution. This vendor was the successful bidder for the RFP Electronic Bill Payment Presentment Services.

Commissioner Jeff Wolfe made a motion to approve the Invoice Cloud contracts.
Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

5. Last week, Bob Clutter received the petition for the partial vacation of Holliday Road that will be from US 421 westward to about 1500 feet east of Eagle Creek bridge. The public hearing is scheduled for January 7, 2019. Commissioner Marc Applegate wanted to clarify the litigation for the bridge is still on-going.

In the Matter of Bid Opening for VOIP Telephone RFP:

***** Bid opening began at 9:23am *****

1. COMPANY: Windstream Enterprises
ADDRESS: 4001 Rodney Parham Road, Pulaski, AR 72212
DATE RECEIVED: December 13, 2018 at 9:19am
2. COMPANY: Converge One
ADDRESS: 3344 Highway 149, Eagan, MN 55121
DATE RECEIVED: December 13, 2018 at 9:19am
3. COMPANY: Airespring Inc.
ADDRESS: 7800 Woodley Avenue, Van Nuys, CA 91406
DATE RECEIVED: December 13, 2018 at 9:19am
4. COMPANY: Granite Telecommunications
ADDRESS: 100 Newport Ave. Ext., Quincy, MA 02171
DATE RECEIVED: December 13, 2018 at 11:25am
5. COMPANY: All Covered IT Services from Konica Minolta
ADDRESS: 1888 Poshard Drive, Columbus, IN 47203
DATE RECEIVED: December 14, 2018 at 8:33am
6. COMPANY: AT&T
ADDRESS: 240 N Meridian Street, Indianapolis, IN 46204
DATE RECEIVED: December 14, 2018 at 10:11am
7. COMPANY: Millennia Technologies
ADDRESS: 1000 3 Mile Road NW, Grand Rapids, MI 49503
3815 River Crossings Parkway, Suite 100, Indianapolis, IN 46240
DATE RECEIVED: December 14, 2018 at 1:04pm
8. COMPANY: Enhanced Telecommunications Corporation
ADDRESS: 123 Nieman Street / PO Box 145, Sunman, IN 47041
DATE RECEIVED: December 14, 2018 at 1:23pm
9. COMPANY: Communications Products, Inc.
ADDRESS: 7301 E 90th Street, Suite 111, Indianapolis, IN 46256
DATE RECEIVED: December 14, 2018 at 1:25pm

Commissioner Jeff Wolfe made a motion to take bids under advisement.
Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

In the Matter of Bid Opening for Annual Materials:

***** Bid opening began at 9:29 am *****

1. COMPANY: Co-Alliance LLP
ADDRESS: 5250 E US Highway 36, Avon, IN 46123
DATE RECEIVED: December 14, 2018 at 11:19am

Bid was read aloud due to it being date sensitive.

Item #1 – Gasoline delivered to Boone County Highway Dept or pickup at the station - \$1.99/gallon.

Item #2 – Off-road diesel delivered to Boone County Highway Dept, no pickup at station - \$2.39/gallon

Item #3 – On-road diesel delivered to Boone County Highway Dept or pickup at the station - \$2.39/gallon

2. COMPANY: Asphalt Materials, Inc.
ADDRESS: P.O. Box 68123, Indianapolis, IN 46268
DATE RECEIVED: December 14, 2018 at 3:01 pm
3. COMPANY: St. Regis Culvert, Inc.
ADDRESS: 1101 S. Kitley, Indianapolis, IN 46203
DATE RECEIVED: December 13, 2018 at 10:07am
4. COMPANY: Marathon Petroleum Company LLC
ADDRESS: 255 N. Belmont Ave., Indianapolis, IN
DATE RECEIVED: December 14, 2018 at 2:47pm
5. COMPANY: Martin Marietta
ADDRESS: 12220 North Meridian St, Suite 100, Carmel, IN 46032
DATE RECEIVED: December 17, 2018 at 7:57am
6. COMPANY: Milestone Contractors, L.P.
ADDRESS: 5950 South Belmont Ave., Indianapolis, IN 46217
DATE RECEIVED: December 14, 2018 at 2:20pm
7. COMPANY: Whitesville Mill Service Co. (Levy)
ADDRESS: 3718 East Ladoga Rd., Crawfordsville, IN 47933
DATE RECEIVED: December 14, 2018 (Time Unknown – Received by Auditor's Office)
8. COMPANY: Michigantown Stone Co., Div. of Engineering Aggregates Corp.
ADDRESS: 2413 S. Co. Rd. 150 E., Logansport, IN 46947
DATE RECEIVED: December 13, 2018 at 11:10am
9. COMPANY: US Aggregates
ADDRESS: 8720 Robbins Rd., Indianapolis, IN 46268
DATE RECEIVED: December 12, 2018 (Time Unknown)
10. COMPANY: CivilCo
ADDRESS: 605 North Shore Drive, Unit 103 Jeffersonville, IN 47130
DATE RECEIVED: December 13, 2018 at 10:00am

11. COMPANY: Metal Culverts, Inc.

ADDRESS: P.O. Box 330, Jefferson City, MO 65102

DATE RECEIVED: December 13, 2018 at 10:29am

Commissioner Jeff Wolfe made a motion to take bids under advisement, except for the fuel bid. Commissioner Jeff Wolfe made a motion to authorize Commissioner Donnie Lawson to meet with the Co-Alliance Representatives and Craig Parks outside of the meeting in the next few days, and sign on behalf of the board. Commissioner Marc Applegate seconded the motion. Motion carried 3-0.

In the Matter of Resolution 2018-06 Accepting a Donation for Bridge #32:

Attorney Bob Clutter presented Resolution 2018-06 accepting a donation of funds that various members of the public organized to collect to save Bridge 32 from destruction and removal. They have generously offered those funds to defray the public cost of reconstruction of Bridge 32. The Commissioners previously established and maintained a Cumulative Bridge Fund which the donation of approximately \$44,000 will be deposited to reimburse the fund for the cost of reconstruction. The bridge has been reopened for vehicular and pedestrian traffic. Attorney Bob Clutter read Resolution 2018-06 aloud in pertinent parts pursuant to state law.

Commissioner Donnie Lawson made a motion to approve Resolution 2018-06 accepting a donation for Bridge #32. Commissioner Jeff Wolfe seconded the motion. Motion carried 3-0.

In the Matter of Social Media Policy – Dennis Dunlap / Sean Horan:

Dennis Dunlap, Dunlap HR Consulting, sent the Commissioners a draft copy of the Social Media Policy to be adopted into the Employee Handbook for review prior to today's meeting. This policy lays out the guidelines of what County Employees can and cannot post using County computers and electronic systems. Also, employees should use the following disclaimer when discussing job-related matters when posting on social media sites, "*The opinions expressed on this site are my own and do not necessarily represent the views of Boone County.*"

Commissioner Jeff Wolfe made a motion to approve the adoption of the Social Media Policy into the Employee Handbook. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

In the matter of Old Business:

There was none at this time.

In the Matter of Staff Reports

- a. Facility Maintenance – Mike Miller
- b. APC – Rachel Cardis
- c. IT Support – GUTS
- d. Health Department – Cindy Murphy / Josh Dickey
- e. Highway Department – Craig Parks

Craig Parks, County Engineer and Director of Highway Department presented the following items:

1. Two contracts with INDOT for the award of 2018 Community Crossings
 - Bridge #32 Repairs in the amount of \$80,977.40
 - Bridge #72 Replacement in the amount of \$325,733.04

Commissioner Jeff Wolfe made a motion to approve the two contracts with INDOT.

Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

2. A construction agreement with Young & Sons Asphalt in the amount of \$70,173 for the Boone County jail parking lot improvements. The Highway Department requested quotes from three individual contractors and received quotes from two. Young & Sons has the low quote.

Commissioner Jeff Wolfe made a motion to approve the construction agreement with Young & Sons Asphalt. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

3. Project 2018-03, Microsurfacing in Various Townships.

- Release of the performance bond for Pavement Solutions, Inc in the amount of \$163,646.65
- Acceptance of the maintenance bond for Pavement Solutions, Inc in the amount of \$14,669

Commissioner Jeff Wolfe made a motion to approve the release and acceptance of bonds.

Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

4. Interviewed with INDOT earlier this month on behalf of Boone County for federal funds application of Bridge #192. We are expected to find out mid-January if the County will receive those funds.

5. Local Road Safety Plan PowerPoint Presentation (**Appendix #4**)

A short clip was played at the end of the presentation. [<https://youtu.be/yHhiUv9hX-o>]

Other Elected Officials:

Heather Myers, Boone County Auditor, proposed to start having department meetings beginning 2019. Her hope is to have one in January to talk about annual financial reports, new requirements for State Board of Accounts, and navigating through Gateway. Then maybe have two other ones in May and October at least. The Commissioners agreed that this is a great idea and set a target date for January 22nd after a Commissioner meeting.

Heather Myers also wanted to add that working with Marc Applegate has been a pleasure to work with and he will be missed.

In the Matter of Public Comments:

Debbie Ottinger, Boone County Resident & Treasurer, also wanted to thank Marc Applegate for his service.

"You have served the community with honesty, integrity and have never let your faith waiver. You have a lot of good friends in this room, but your decisions have always been made in the best interest of the majority of the people in this county. We are very blessed to have your service for so long and wish you would have continued, but certainly respect the fact, as I had watched you today, never seen the smile on your face that you have had while looking at your family in the audience. You have smiled, we've laughed, and had a good time. That smile was completely different. Jodie, I also want to thank you for your service. Behind every good elected official is spouse willing to be there, listen, support and understand. Thank you to you and your family."

Commissioner Marc Applegate stated that he will miss the people, and it has been a real joy to serve the citizens of Boone County. He is hoping to still be involved in some way to assist the County.

Commissioner Jeff Wolfe added, "I consider myself very lucky to come onto this board when I did. Marc had been here for a couple years. I have learned a tremendous amount from him, not only about being a leader in the community but also being a great community member. We're going to miss Marc, not just as a Commissioner, but as a friend."

Commissioner Donnie Lawson also added, "It has been a true pleasure to serve with Marc. The thing I see the most of us is the friendship, all three of us. That is the most important thing to me."

In the Matter of Document Signing:

1. Key request forms for the following:

- Shon Hough, Coroner, for the new office location in the KeyBank building.
- Mike Spidel, Veteran's Office, for the new office location in the KeyBank building.
- Janis Wilson, Assessor/Personal Property, for the new office location in the KeyBank building.
- Gretchen Smith, Assessor/Personal Property, for the new office location in the KeyBank building.
- Sarita Koopman, Assessor/Personal Property, for the new office location in the KeyBank building.
- Jane Wood, Assessor/Personal Property, for the new office location in the KeyBank building.
- Lisa Garoffolo, Assessor/Personal Property, for the new office location in the KeyBank building.

Commissioner Jeff Wolfe made a motion to approve key request forms.

Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

2. Affidavit for payment for USI Consultants in the amount of \$5,325.00 for bridge 202 rehabilitation design.

Commissioner Donnie Lawson made a motion to approve the affidavit for payment.

Commissioner Jeff Wolfe seconded the motion. Motion carried 3-0.

In the Matter of Claims presented in today's meeting

See (Appendix #2)

Commissioner Jeff Wolfe made a motion to approve claims as submitted.

Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

In the Matter of Mail

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

With no further business, Commissioner Marc Applegate made a motion to adjourn at 10:14 am.

Commissioner Jeff Wolfe seconded the motion. Motion carried 3-0.