

Boone County Board of Commissioners Minutes
February 4, 2019
Connie Lamar Meeting Room
Boone County Government Building

Commissioners Present: Donnie Lawson and Tom Santelli

Commissioners Absent: Jeff Wolfe

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

Board Vice President Donnie Lawson opened the meeting at 9:02 am with the pledge of allegiance.

Approval of Minutes for January 22, 2019 (Regular Meeting):

Commissioner Tom Santelli made a motion to approve the minutes for the January 22, 2019 meeting. Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.

In the Matter of Legal Issues:

Attorney Bob Clutter presented the following item:

1. Final Public Transit Report for the 4th quarter of 2018 for the Commissioners acknowledgment. Commissioner Jeff Wolfe has reviewed and signed the report with the zero-balance invoice on January 28, 2019. No action was required.

2. A service agreement with Shadowtrack Technologies, Inc. for monitoring Offenders/Defendants on home detention with Community Corrections.

Commissioner Tom Santelli made a motion to approve the service agreement with Shadowtrack Technologies, Inc. Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.

3. Notification received from the County Clerk, Jessica Fouts, regarding the dates and times for the Vote Center located at the Boone County Courthouse.

Saturday, April 27, 2019 8am – 3pm

Thursday, May 2, 2019 4pm – 8pm

Friday, May 3, 2019 4pm – 8pm

Saturday, May 4, 2019 8am – 3pm

Tuesday, May 7, 2019 6am – 6pm

Commissioner Tom Santelli made a motion to approve the dates and times for the Vote Center located at the Boone County Courthouse. Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.

4. Liz Stitzel, Clinton County Area Plan Commission, presented a request to prepare additional letters of support for the Town of Colfax on behalf of the town. The purpose of the first letter is to allow the Town of Colfax to own land within Boone County for the grant match so they can construct the proposed trail. A second letter would then be prepared to address that Boone County will include and monitor the two bridges along this portion of the trail as they physically sit within Boone County's jurisdiction. The Town of Colfax would include the bridges as part of their proposal for the grant. Upon the grant award and completion of the reconstruction of the bridges, Boone County would then add the bridges to the County's inventory and inspect them during the biannual inspection. This partnership is believed to be the best solution as the Town of Colfax currently does not have any bridges within the town. They would not be familiar with the annual bridge reports or maintenance.

Craig Parks, County Engineer and Director of Highway Department, spoke on the matter and recommends that once the pedestrian bridges have been improved, the Highway Department would agree to add the bridges into the County's inventory and inspect them during the biannual inspection.

The Town of Colfax will hire an engineer to inspect the bridges and identify what will need to be replaced/updated. The bridges will also be suitable for all emergency personnel to cross.

Attorney Bob Clutter also presented two additional letters of support for Whitestown and Zionsville stating that Boone County Commissioners support their grant application for the Next Levels Trails.

Commissioner Tom Santelli made a motion to approve the letters of support for Whitestown, Zionsville, and Colfax for the Next Levels Trails grant applications. Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.

In the Matter of Bid Opening for Boone Co. Project #2018-14 Asphalt Resurfacing Various Townships:

***** Bid opening began at 9:16 a.m. *****

1. **Bidder's Name:** Midwest Paving
Date Received: February 4th at 8:17 a.m.
Bid Amount: \$276,348.20
Total of Base Bid Plus All 8 Alternates: \$1,438,729.22
2. **Bidder's Name:** Baumgartner & Company Asphalt Services
Date Received: February 4th at 8:00 a.m.
Bid Amount: \$256,630.00
Total of Base Bid Plus All 8 Alternates: \$1,378,275.20
3. **Bidder's Name:** Calumet Civil Contractors Inc.
Date Received: February 4th at 8:00 a.m.
Bid Amount: \$236,000.00
Total of Base Bid Plus All 8 Alternates: \$1,529,000.00
4. **Bidder's Name:** Milestone Contractors, L.P.
Date Received: February 4th at 8:00 a.m.
Bid Amount: \$267,823.00
Total of Base Bid Plus All 8 Alternates: \$1,598,877.19
5. **Bidder's Name:** Reith-Riley Construction Company Inc.
Date Received: February 1th at 3:44 p.m.
Bid Amount: \$278,360.00
Total of Base Bid Plus All 8 Alternates: \$1,602,160.00

Commissioner Tom Santelli made a motion to take bids under advisement. Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.

In the Matter of Hosted Voice Over Internet Protocol Telephone Services Contract Award – IT Dept:

Sean Horan, IT Support, presented the recommendation to award AT&T the Hosted Voice Over Internet Protocol Telephone Services contract. The Commissioners received nine (9) bids for the request of proposal that were opened during their public meeting on December 17, 2018. The review committee felt all nine (9) bidders were capable of fulfilling the project technologically. The committee also did a 5-year cost analysis for all nine (9) bidders. The main reason they did that is that the bidders submitted bids differently. AT&T was the least expensive responsive bidder. The County's IT Board is also in agreement with the recommendation of AT&T.

Commissioner Tom Santelli made a motion to award the Hosted Voice Over Internet Protocol Telephone Services contract to AT&T. Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.

In the Matter of Installing a Fence Around the Old County Home/Poor Farm Cemetery – Eric Spall:

Eric Spall, Boone County Historical Society, requested the Commissioners to consider installing a fence around the old County Home/Poor Farm Cemetery located out by the jail. The Historical Society would like to see the cemetery protected and believes it will help improve the look of that area being marked.

Attorney Bob Clutter asked if the Historical Society was planning to cover the cost or county contribution? Eric Spall stated that they were hoping the County would be responsible for the funding as the Historical Society is not in the position to do so. The Historical Society would be happy to assist with the research involved.

Mike Nielsen, the Sheriff, commented that the Boone County Sheriff's Office would be willing to assist with the cost of the fence. The Sheriff did request that the potential of a large backhoe needing access to enter the cemetery be considered in the design. There are some unidentified bodies that are buried in the cemetery.

Ken Hedge, County Surveyor, commented that he also worked on the fencing around the cemetery at the Sugar Creek Township. It was done with the help of the Boy Scouts and funded with a grant.

Commissioner Tom Santelli made a motion to the installation of a fence around Old County Home/Poor Farm Cemetery under advisement. Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.

In the Matter of TRECS Program – Jacque Clements, AIC / Debbie Ottinger:

Jacque Clements, Association of Indiana Counties, Inc., presented a new program that is being offered called Tax Refund Exchange and Compliance System (TRECS). The program allows municipalities throughout the state of Indiana to offset Indiana Income Tax Refunds for a delinquent debt owed to that municipality whether it be for property taxes, community corrections fee, and etcetera. There is no cost to the County for this program. The only expense would be the mailing of the notices to the debtor. The Clearinghouse does offer a letter service if the County Treasurer chooses to utilize that service.

Commissioner Tom Santelli made a motion to approve the Memorandum of Understanding and Agreement with the Association of Indiana Counties Tax Refund Exchange and Compliance System. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

Debbie Ottinger, County Treasurer, commented that the Treasurer's Office will be sending out a public service announcement.

In the Matter of Letters of Support for Trail – Zionsville / Whitestown:

This item was presented under legal.

In the Matter of Zoning Amendment Request for Smart Manufacturing, Incorporated:

Commissioner Tom Santelli made a motion to take the Zoning Amendment Request for Smart Manufacturing, Incorporated under advisement. Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.

In the Matter of IRTC Policy and Technical Committee Appointments – Craig Parks:

Craig Parks, County Engineer and Director of Highway Department, presented the recommendation for the Commissioners to appoint Boone County Highway Director/Engineer, Craig Parks to the MPO Policy Committee, with his proxy being Boone County Commissioner, Tom Santelli. Also, to appoint Boone County Highway Operations Manager, Nick Parr to the MPO Technical Committee, with his proxy being Boone County Highway Director/Engineer, Craig Parks. A letter was drafted for today's meeting.

Commissioner Tom Santelli made a motion to approve the letter.
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. The request for signature on the title sheet plans for Project 2018-09, Bridge #207 Reconstruction. No action required.
2. A contract with MasterMind, LLC for the development of a passing/no passing zone study. This will analyze the County's entire paved road system and direct the Highway Department to where the no-passing zones should exist. The total contract amount is \$49,995.00.

Commissioner Tom Santelli made a motion to approve the contract agreement with MasterMind, LLC.
Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.

3. REMC has provided their 2019 Program to the Boone County Highway Department. Craig asked if the County Commissioners would like to go ahead and approve the blanket permit or have them separate out all of their work as separate permits for each individual project. He would recommend approval of the 2019 Program conditional upon coordinating each individual project with the Highway Department.

Commissioner Tom Santelli made a motion to approve the total capital project plan right-of-way permits conditional upon coordinating each individual project with the Highway Department. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

4. The Boone Co. Project #2018-14 Asphalt Resurfacing Various Townships bids that were opened today was incorporated with the Community Crossings grant application that was submitted. It is anticipated that the Highway Department will know results in March. This may cause a delay in the awarding of the bid. Work for the town of Ulen and Advance was also incorporated with this project. Craig has drafted an MOU for both communities and will update it with today's bid information.

5. Declaration of antiquated traffic counter supplies as surplus.
Commissioner Tom Santelli made a motion to approve declaring the antiquated traffic counter supplies as surplus. Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.

6. The Highway Department has also updated their road inventory and will draft a letter for INDOT stating that the Commissioners agree with the changes.

7. The request to release the Public Right-of-Way Bond for Frontier Communications project location 690 N and 875 W as the job is now completed.
Commissioner Tom Santelli made a motion to release the Frontier Communications bond. Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.

8. An On-Call Professional Service Agreement with Crossroad Engineers, PC for survey, design and inspection services on an as-needed basis.
Commissioner Tom Santelli made a motion to approve the On-Call Services Agreement with Crossroad Engineers, PC. Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.

Other Elected Officials:

There was none at this time.

In the Matter of Public Comments:

Vickie Foster, Health Department Business Manager, introduced Brett Peppin as the new Environmental Health Director.

In the Matter of Document Signing:

1. Key Request Form for the following:
 - Brett Peppin from the Health Department for the Annex Building.Commissioner Tom Santelli made a motion to approve the key request forms.
Commissioner Donnie Lawson seconded the motion. Motion carried 2-0.
2. Affidavit of Payment for USI Consultants in the amount of \$8,525.00 for Bridge 202 Rehabilitation.
Commissioner Tom Santelli made a motion to approve the affidavit of payment.
Commissioner Donnie Lawson seconded the motion. Motion carried 2-0

In the Matter of Claims presented in today's meeting

See **(Appendix #2)**

Commissioner Tom Santelli 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 Tom Santelli made a motion to adjourn at 10:01 am.
Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.