

Boone County Board of Commissioners Minutes
December 16, 2019
Connie Lamar Meeting Room
Boone County Government Building

Commissioners Present: Jeff Wolfe, Donnie Lawson, and Tom Santelli

Commissioners Absent:

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

Board President Jeff Wolfe opened the meeting at 9:27 am.

Approval of Minutes for December 2, 2019 (Regular Meeting):

Item was tabled.

In the Matter of Legal Issues:

Attorney Bob Clutter presented the following items:

1. The First Amendment to Lease for Government Utilities Technology Service, Inc. ("GUTS") for the fifth floor of the Key Bank Building. The lease is set to expire February 2020, and GUTS would like to extend the term of the Lease by three years, from March 1, 2020 through February 28, 2023.

Commissioner Donnie Lawson made a motion to approve The First Amendment to Lease for Government Utilities Technology Service, Inc. Commissioner Tom Santelli seconded the motion. Motion carried 3-0.

In the Matter of Highway Material Bid Opening:

***** Bid opening began at 9:30 am *****

1. COMPANY: Metal Culverts, Inc.
DATE RECEIVED: December 11, 2019
2. COMPANY: Co-Alliance LLP
DATE RECEIVED: December 16, 2019

Bid was read aloud due to it being date sensitive.

- Gasoline delivered to Boone County Highway Dept or pickup at the station - \$1.99/gallon.
- Off-road diesel delivered to Boone County Highway Dept, no pickup at station - \$2.35/gallon
- On-road diesel delivered to Boone County Highway Dept or pickup at the station - \$2.35/gallon

3. COMPANY: Engineering Aggregates Corp
DATE RECEIVED: December 16, 2019
4. COMPANY: Engineering Aggregates Corp
DATE RECEIVED: December 16, 2019
5. COMPANY: Asphalt Materials, Inc.
DATE RECEIVED: December 13, 2019
6. COMPANY: Marathon Petroleum Company LLC
DATE RECEIVED: December 13, 2019

7. COMPANY: Harsco Environmental
DATE RECEIVED: December 13, 2019
8. COMPANY: US Aggregates
DATE RECEIVED: December 12, 2019
9. COMPANY: St. Regis Culvert, Inc.
DATE RECEIVED: December 12, 2019
10. COMPANY: CivilCon
DATE RECEIVED: December 12, 2019
11. COMPANY: Milestone Contractors, L.P.
DATE RECEIVED: December 11, 2019
12. COMPANY: Martin Marietta
DATE RECEIVED: December 11, 2019
13. COMPANY: Whitesville Mill Service
DATE RECEIVED: December 9, 2019

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

In the Matter of Lebanon High School Madrigal Group Performance on December 20, 2019:

Commissioner Donnie Lawson made a motion to approve the Lebanon High School Madrigal Group performance on December 20, 2019 in the courthouse rotunda. Commissioner Tom Santelli seconded the motion. Motion carried 3-0.

In the Matter of 2020 Board Appointments:

BOARD AND APPOINTMENT	TERM	TERM BEGINS	TERM EXPIRES
BOONE COUNTY ENGINEER			
Craig Parks	1 Year	1/1/2020	12/31/2020

Commissioner Tom Santelli made a motion to approve the reappointment of Craig Parks as County Engineer.
Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

EMERGENCY MANAGEMENT AGENCY			
Mike Martin	1 Year	1/1/2020	12/31/2020

Commissioner Donnie Lawson made a motion to approve the reappointment of Mike Martin as EMA Director.
Commissioner Tom Santelli seconded the motion. Motion carried 3-0.

VETERAN SERVICE OFFICER			
Mike Spidel	1 Year	1/1/2020	12/31/2020

Commissioner Donnie Lawson made a motion to approve the reappointment of Mike Spidel as Veterans Service Officer. Commissioner Tom Santelli seconded the motion. Motion carried 3-0.

WEIGHTS AND MEASURES			
Terry Culley	1 Year	1/1/2020	12/31/2020

Commissioner Donnie Lawson made a motion to approve the reappointment of Terry Culley as Weights and Measures Inspector. Commissioner Tom Santelli seconded the motion. Motion carried 3-0.

BOONE COUNTY ATTORNEY			
Bob Clutter	1 Year	1/1/2020	12/31/2020

Commissioner Tom Santelli made a motion to approve the reappointment of Bob Clutter as County Attorney. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

AREA PLAN BOARD			
John Merson	4 Year	1/1/2020	12/31/2023

ALCOHOLIC BEVERAGE BOARD			
Bill Sutton	1 Year	1/1/2020	12/31/2020

BOARD OF ZONING APPEALS			
John Merson	4 Year	1/1/2020	12/31/2023

BOONE COUNTY EMPLOYEE SAFETY OFFICER			
Craig Parks	1 Year	1/1/2020	12/31/2020

BOONE COUNTY HEALTH BOARD			
Gabrielle Nicholas	4 Year	1/1/2020	12/31/2023
Dr. Tricia Wright, Vice President	4 Year	1/1/2020	12/31/2023
Dr. Crystal Jones	4 Year	1/1/2020	12/31/2023
Paulette Burger	4 Year	1/1/2020	12/31/2023
John Cowan	Complete Portia Term 2020 to 2022	1/1/2020	12/31/2022

CVB			
Paulette Dowden	2 Year	1/1/2020	12/31/2021
Wendy McMann	2 Year	1/1/2020	12/31/2021
Jeff Wolfe - Commissioners Representative	1 Year	1/1/2020	12/31/2020

EMA AND LEPC BOARD			
Don Lawson	1 Year	1/1/2020	12/31/2020

HOSPITAL BOARD TRUSTEES			
Jack E. Jones - Democrat	4 Year	1/1/2020	12/31/2023
Nancy Morton	4 Year	1/1/2020	12/31/2023

PTA/BOA			
Matt Taylor	1 Year	1/1/2020	12/31/2020
George Anderson - Democrat	1 Year	1/1/2020	12/31/2020

REDEVELOPMENT COMMISSION			
Tom Lingafelter	1 Year	1/1/2020	12/31/2020
Mark Ransom	1 Year	1/1/2020	12/31/2020
Judi Hendrix	1 Year	1/1/2020	12/31/2020

REGION 5 DEPT OF PLANNING COM			
Mike Nielsen	1 Year	1/1/2020	12/31/2020

REGION 5 REGIONAL WORKFORCE BOARD			
John Batts	1 Year	1/1/2020	12/31/2020

Commissioner Tom Santelli made a motion to approve the Board Appointments.
Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

In the Matter of Ordinance 2019-14 Establishing the Intersection of County Roads 400 East and 100 South in Boone County, Indiana as a 4-Way Stop:

County Attorney Bob Clutter presented Ordinance 2019-14 Establishing the Intersection of County Roads 400 East and 100 South in Boone County, Indiana as a 4-Way Stop upon recommendation from Boone County Engineer Craig Parks and two different engineering reports. Bob Clutter read the ordinance aloud in pertinent parts pursuant to state law.

Commissioner Tom Santelli made a motion to approve presented Ordinance 2019-14 Establishing the Intersection of County Roads 400 East and 100 South in Boone County, Indiana as a 4-Way Stop.
Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

In the Matter of Resolution 2019-03 Authorizing Disposal of Surplus Property:

County Attorney Bob Clutter presented Resolution 2019-03 Authorizing Disposal of Surplus Property. This resolution allows Boone County Sheriff's Captain Jeff Keller to retain the Springfield Armory, Model 1911 service weapon pursuant to his duties with the Sheriff's Office. Bob Clutter read the resolution aloud in pertinent parts pursuant to state law.

The Commissioners expressed their gratitude for Captain Jeff Keller and his many years of service.

Commissioner Donnie Lawson made a motion to approve Resolution 2019-03 Authorizing Disposal of Surplus Property. Commissioner Tom Santelli seconded the motion. Motion carried 3-0.

In the Matter of Grant Agreement for Boone County Coroner's Office:

County Attorney Bob Clutter presented the grant agreement between the Indiana State Department of Health and the Boone County Coroner's Office for a refrigerator.

Commissioner Tom Santelli made a motion to approve the grant agreement and authorize Coroner Shon Hough to submit the document with electronic signature. 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 / Brett Peppin
- e. Highway Department – Craig Parks

Commissioner Jeff Wolfe spoke on Facilities Manager Mike Miller's retirement at the end of this year. He has done a fantastic job at leading the Facilities Team and taking care of our county buildings over the years. The Commissioners are happy to wish Mike luck with his retirement, but sorry to see him go. There will be a retirement party for Mike on Thursday, December 19th at 3pm in the Connie Lamar Room.

Cindy Murphy, Director of Nursing & Vital Records Division, also announced her retirement come February 2020. She will have served for 16 years come February and thanked everyone for the privilege to do so. The Commissioners expressed their gratitude to Cindy Murphy and thanked her for her dedication to serving Boone County.

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

1. Construction in Right of Way Permit (#201910051) for TDS Telecom at CR 450E, north of intersection with CR 400S, for 570ft of linear construction and 1 bore under roadway. The Boone County Highway Department recommends approval.

Commissioner Tom Santelli made a motion to approve Construction in Right of Way Permit (#201910051) for TDS Telecom. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

2. Construction in Right of Way Permit (#201910052) for Boone REMC at various locations for 60,976 feet of overhead lines. The Boone County Highway Department recommends approval. There is a blanket bond on file.

Commissioner Tom Santelli made a motion to approve Construction in Right of Way Permit (#201910052) for Boone REMC. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

3. Road Closure Permit for Boone County Highway Department at CR 550E north of CR 850N for tile repair and replace concrete structure. The road closure will take place on or around January 6th for about a week.

Commissioner Donnie Lawson made a motion to approve Road Closure Permit for Boone County Highway Department. Commissioner Tom Santelli seconded the motion. Motion carried 3-0.

4. Outstanding Construction in Right of Way Permits (#201910027, 201910048, 201910049, and 201910050) for Vectren that have been pending approval due to violations. There was recently a meeting held with Vectren to discuss the violations and how to improve coordination with Boone County Highway Department. Craig Parks recommends approving the permits, but also recommends still issuing the fines for the violations that were outlined in his Memo presented at the last Commissioners meeting.

Commissioner Tom Santelli made a motion to approve the four Construction in Right of Way Permits for Vectren. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

5. The release of Maintenance Bond for Vectren.

Commissioner Tom Santelli made a motion to approve the release of Maintenance Bond for Vectren. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

6. Issuing fines for Vectren due to violation of Ordinance.

Commissioner Donnie Lawson made a motion to approve issuing fines for Vectren that were outlined in Memo from Craig Parks. Commissioner Tom Santelli requested further discussion on possibly reducing the fines. Due to lack of second motion, item was tabled and will be revisited at the next meeting.

7. Request signatures for title sheet for Project 2018-07, Rehabilitation of Bridge #311. The project will be advertised on next Wednesday and Bid Opening will be on January 13, 2020.

8. Appraisals have been received and ready to be signed to send to buyer to begin the buying process for Project 2018-12, Reconstruction of Bridge #154. However, the Boone County Highway Department has not received a PO from INDOT for buying services. The department is requesting the Commissioners to authorize Commissioner Jeff Wolfe to execute documents when a PO has been received from INDOT.

Commissioner Tom Santelli made a motion to authorize Commissioner Jeff Wolfe to execute documents. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

8. Preliminary engineering contract with American Structurepoint, Inc. in the amount of \$231,898 for the design of the reconstruction of Bridge #217 on CR 550S, Project 2019-17.

Commissioner Tom Santelli made a motion to approve preliminary engineering contract with American Structurepoint, Inc. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

9. Two construction agreements with Conexco for installation of riprap near Bridge #41 and for replacing structure and pipe on CR 550E. The quotes for these small projects were approved at a previous Commissioners meeting. This is a new standardized agreement for the Highway Department to utilize when they obtain quotes for small projects.

Commissioner Donnie Lawson made a motion to approve the two construction agreements with Conexco. Commissioner Tom Santelli seconded the motion. Motion carried 3-0.

10. Request approval of quote and contract with Comfort Systems USA for the installation of five cabinet heaters in the entry of the Key Bank vestibules and stairwells in the amount of \$12,530.

Commissioner Tom Santelli made a motion to approve the quote and contract from Comfort Systems USA. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

11. Request approval of quote and contract with Dial One in the amount of \$27,100 for floor restoration at three county facilities – Highway Department, Jail, and 3rd floor rotunda of courthouse. This includes Everglase on 3rd floor rotunda and VCT strip/screen at Highway and Jail facilities.

Commissioner Donnie Lawson made a motion to approve the quote and contract with Dial One. Commissioner Tom Santelli seconded the motion. Motion carried 3-0.

12. Request approval of quote and contract with Heartwood Enterprises, Inc in the amount of \$9,205 for the removal, replacement, and repair of several doors at the Highway Department Garage.

Commissioner Tom Santelli made a motion to approve the quote and contract with Heartwood Enterprises, Inc. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

Other Elected Officials:

There were none at this time.

In the Matter of Public Comments:

1. Mark Ransom with Co-Alliance wanted to remind the board that the fuel bid submitted is for today only as the amounts fluctuate daily.

Commissioner Tom Santelli made a motion to authorize Donnie Lawson to accept the Co-Alliance bid based upon the recommendation from the Boone County Highway Department after review of bids later today. Commissioner Jeff Wolfe seconded the motion. Motion carried 3-0.

2. Ron Merrill addressed his concerns of contractors working on the trails where they are cleaning the debris and piling it on the right of way to burn. He is worried that he will get left with cleaning the junk as they are burning it slowly. Commissioner Jeff Wolfe and Donnie Lawson volunteered to go out to the site.

3. Dennis Dunlap, Dunlap HR Consultant, presented Kaylee Jessie's request to work intermittently from home while on medical leave which requires employer's approval.

Commissioner Tom Santelli made a motion to approve Kaylee Jessie's request to work intermittently from home while on medical leave. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.

In the Matter of Document Signing:

1. Key request forms for Shelby Stover, Melissa Minor, and Bayle Burgett.

Commissioner Tom Santelli made a motion to approve the three key request form submitted.

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

In the Matter of Claims presented in today's meeting

See **(Appendix #2)**

Commissioner Tom Santelli made a motion to deny Check# 113615 in the amount of \$3,100 on the Payroll Claims Docket as it exceeds the 2019 Salary Ordinance. Commissioner Tom Santelli made a motion to approve all other 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 10:41 am. Commissioner Donnie Lawson seconded the motion. Motion carried 3-0.