

Boone County Board of Commissioners Minutes
April 20, 2020
Connie Lamar Meeting Room
Boone County Government Building

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

Commissioners Absent:

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

Board President Donald Lawson opened the meeting at 9:10 am.

Approval of Minutes for April 6, 2020 Regular Meeting and April 13, 2020 Special Meeting:

Item was tabled.

In the Matter of Legal Issues:

Attorney Bob Clutter presented the following items:

1. Maintenance bond for storm sewer at Edmonds Creek section 1 detention pond in the amount of \$4,462 for acceptance. Performance bonds for Westwood Landing Section 4 totaling in the amount of \$336,825 for storm sewer and erosion control for acceptance. The Surveyor's office recommends the approval of the bonds.

Commissioner Santelli made a motion to approve the acceptance of bonds presented at today's meeting. Commissioner Wolfe seconded the motion. Motion carried 3-0.

2. A ten-year high-performance roof system restoration limited warranty with Blackmore & Buckner Roofing for the roofing that was replaced at the Boone County Highway Department.

Commissioner Wolfe made a motion to approve the ten-year high-performance roof system restoration limited warranty with Blackmore & Buckner Roofing. Commissioner Santelli seconded the motion. Motion carried 3-0.

3. The request to declare a 2001 Volvo L120E Loader as surplus to be traded in for the new John Deere Loader that the commissioners approved of the purchase during the last meeting.

Commissioner Santelli made a motion to approve the request to declare a 2001 Volvo L120E Loader as surplus. Commissioner Wolfe seconded the motion. Motion carried 3-0.

In the Matter of Work From Home Policy:

Dennis Dunlap, with Dunlap HR Consulting, presented a Work From Home Policy for the employee handbook. The policy was reviewed and revised by Bob Clutter, Eric Goodnight, and Sean Horan. Commissioner Santelli thanked those who put together this policy and the detail that was put into it.

Commissioner Wolfe made a motion to approve the Work From Home Policy. Commissioner Santelli seconded the motion. Motion carried 3-0.

Dennis also drafted a Work From Home Agreement that will be presented at the next Commissioners Meeting.

In the Matter of Resolution 2020-07 Renewing a State of Emergency:

Tom Ryan, County Preparedness Coordinator, presented the commissioners with an update on the COVID-19 cases in Boone County and informed them about what the Unified Command team is doing to ensure the health and safety of the community. There was a recent breakout in an extended care facility. That company has been in constant contact with the Boone County Health Department and the State Health Department since the first positive case. Last week the Sheriff's Department, Health Department, and Unified Command began testing for COVID-19, and all 131 tests taken came back negative. That goes to show the social distancing and other practices put into place seem to be working. Tom Ryan and the Unified Command recommends the continuation of the declaration of the State of Emergency.

County Attorney Bob Clutter presented Resolution 2020-07 Renewing a State of Emergency and read the resolution aloud in pertinent parts pursuant to Indiana State Law.

Commissioner Wolfe made a motion to approve Resolution 2020-07 Renewing a State of Emergency. Commissioner Santelli 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. APC – Rachel Cardis
- b. IT Support – GUTS
- c. Health Department – Cindy Murphy / Brett Peppin
- d. Highway Department & Facility Maintenance – Craig Parks

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

1. Construction in right of way permit (#202010016) for Boone REMC at various locations in North Central part of the county for 40,165 feet of new poles. A blanket bond in on file. The Boone County Highway Department recommends approval of the permit for Boone REMC.

Commissioner Wolfe made a motion to approve the construction in right of way permit (#202010016) for Boone REMC. Commissioner Santelli seconded the motion. Motion carried 3-0.

2. Construction in right of way permit (#202010018) for Frontier Communications at 5580 W CR 650N for 1 bore. Normally, Craig Parks would recommend approval, but he wanted to discuss the fact that the Highway Department received notice of Frontier's recent bankruptcy filing. Would there be any impacts on moving forward? County Attorney Bob Clutter stated that they can move forward as the bond will still be in effect. With that said, Craig recommended approval.

Commissioner Santelli made a motion to approve the construction in right of way permit (#202010018) for Frontier Communications. Commissioner Wolfe seconded the motion. Motion carried 3-0

3. Road closure permit (#202030005) for Ryan Crower at 9422 Pleasant View Lane between 04/17/20 and 04/21/20. The Boone County Highway Department recommends approval of the road closure permit. This is a one-lane closure for the placement of a dumpster for two days, not a full closure.

Commissioner Wolfe made a motion to approve the road closure permit (#202030005) for Ryan Crower. Commissioner Santelli seconded the motion. Motion carried 3-0

4. Requested permission to authorize Craig Parks approving permits at the department level and bringing them for the final approval at the next commissioners meeting.

Commissioner Wolfe made a motion to name Craig Parks as signatory for permits and presenting them at the next meeting to received final approval from commissioners. Commissioner Santelli seconded the motion. Motion carried 3-0

5. INDOT Local Roads and Bridges Matching Grant Agreement in the amount of \$499,517.42 for Project 2020-02 Asphalt Resurfacing in Various Townships.

Commissioner Wolfe made a motion to approve INDOT Local Roads and Bridges Matching Grant Agreement. Commissioner Santelli seconded the motion. Motion carried 3-0

6. A construction agreement with Midwest Paving in the amount of \$1,099,173.34 Project 2020-02 Asphalt Resurfacing in Various Townships.

Commissioner Wolfe made a motion to approve a construction agreement with Midwest Paving. Commissioner Santelli seconded the motion. Motion carried 3-0.

7. Construction Inspection Task Order #12 on the County's November 6, 2017 master services agreement with Butler Fairman & Seufert. The total amount not to exceed \$55,000 for this task order. Commissioner Wolfe made a motion to approve Construction Inspection Task Order #12 with Butler Fairman & Seufert. Commissioner Santelli seconded the motion. Motion carried 3-0

8. The Boone County Highway Department received six responses to their request for proposed for the bridge inspections. They are requesting one or two of the commissioners to assist with scoring. Commissioner Santelli and Commissioner Wolfe volunteered to assist with scoring the proposals.

Other Elected Officials:

Sheriff Michael Nielsen wanted to explain why the Sheriff's Department, Unified Command, and Health Department took tests for COVID-19 as they are in the front lines. They have not shut down operations and will continue with their day to day operations. As the Sheriff's Department continues to go on runs, they are trying to eliminate the risk of the virus getting into the facility, infecting the inmates, and those working in the jail. The baseline has been set now that nobody has tested positive. Testing will continue every two weeks. It's a drive-through test that takes 26 seconds by the time they drive in and out. The goal is to make sure that if anyone were to test positive, they can be relieved from their duties to self-quarantine for 14 days, and to prevent any further exposure. Screenings at the facilities will also continue daily before each shift.

Debbie Ottinger, Boone County Treasurer, announced that tax statements have been mailed out. People began receiving them over the weekend via mail and email. Her office has been receiving calls inquiring if there will be a drop-box available. That will not be an option, but the Treasurer's Office continues to encourage the public to mail in their payments with a self-addressed envelope, and a receipt will be mailed back. Debbie also wanted to thank the commissioners as they continue to work through this difficult situation while trying to keep everyone as safe as possible.

In the Matter of Public Comments:

Mark Turner, Lebanon Resident, commented that there are some bridges/culverts in his area that he would like to see be replaced. He and a few fellow farmers have agreed to partner with the county by chipping in on the cost. He understands that the county is short on some funds and the problem that they are faced with during this difficult time. He also proposed to spread asphalt millings, as he had done on the road and requested assistance from the Highway Department with spreading the millings on some of the roads for dust control. Craig Parks, County Engineer, commented that the department has tried the method of spreading millings. It happens to congeal into big large clumps and then it becomes a much larger issue. The Highway Department won't be able to grade the roads as it will be too rough on their equipment. They have used it for filling underneath if the road was being converted, but just putting the millings down does have its issues. As

for partnering with the culvert, the department would be willing to work with them on the possibility of doing that. They may be able to apply for some funding from Community Crossings.

In the Matter of Claims presented in today's meeting

See **(Appendix #2)**

Commissioner Wolfe made a motion to approve claims as submitted at today's meeting.
Commissioner Santelli 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 Santelli made a motion to adjourn at 9:49 am.
Commissioner Wolfe seconded the motion. Motion carried 3-0.