

Boone County Board of Commissioners Minutes
June 1, 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 9:04 am with the pledge of allegiance.

Approval of Minutes for May 18, 2020 Meeting and May 26, 2020 Special Meeting:

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

In the Matter of Legal Issues:

There were no legal issues presented at today's meeting.

In the Matter of Resolution 2020-14 Renewing a State of Emergency:

Tom Ryan, Preparedness Coordinator, gave an update on the number of cases in Boone County. As of this morning, there have been 333 cases reported. They are still set up for operations as a medical backup site at the Boone County 4-H Fairgrounds. The CDC has recently updated some of their guidelines over the weekend. Tom Ryan and the Unified Command recommends the continuation of the declaration of the State of Emergency. County Attorney Bob Clutter presented Resolution 2020-14 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 2020-14 Renewing a State of Emergency. Commissioner Santelli seconded the motion. Motion carried 3-0.

Dennis Dunlap, Dunlap HR Consulting, presented to the commissioners the COVID-19 Critical Infrastructure Sector Response Planning posted by the CDC and briefly went over what can be found in the guidelines.

In the Matter of GUTS Project Management and Documentation Contracts for ADP Payroll & HR Implementation Amendment: (NOTE: This also covers agenda item Discussion on ADP.)

County Attorney Bob Clutter presented an agreement to amend the GUTS Project Management and Documentation Contracts for ADP Payroll & HR Implementation. This amendment includes extending the contract, added compensation not to exceed \$50,000 and to expand the language to include all items related to payroll as opposed to just ADP.

Commissioner Wolfe made a motion to approve the amended agreement with GUTS for the payroll and HR implementation. 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 – Lisa Younts / Brett Peppin
- d. Highway Department & Facility Maintenance – Craig Parks

Craig Parks, County Engineer presented the following items:

1. Construction in right of way permit (#2020010025) for BSM at 9300 and 9374 Hunt Club Road for one bore and 470 ft of underground linear construction. The Boone County Highway Department recommends approval.
Commissioner Wolfe made a motion to approve the construction in right of way permit (#2020010025) for BSM. Commissioner Santelli seconded the motion. Motion carried 3-0.
2. INDOT / LPA Agreement for construction at bridge #154, CR 500W over North Fork of Big Walnut Creek. INDOT agrees to cover up to 80% of the current construction estimate totaling \$817,650 in federal match for the construction of this project.
Commissioner Wolfe made a motion to approve the INDOT / LPA Agreement for Construction. Commissioner Santelli seconded the motion. Motion carried 3-0
3. LPA Consultant Agreement for Construction Inspection with Butler Fairman & Seufert who was selected for services through the Design RFP process. The total contract is not to exceed \$117,500 for construction inspection. INDOT will reimburse 80% of the cost incurred through a previous INDOT/LPA Agreement for this project.
Commissioner Wolfe made a motion to approve LPA Consultant Agreement for Construction Inspection with Butler Fairman & Seufert. Commissioner Santelli seconded the motion. Motion carried 3-0
4. An unofficial local detour route for INDOT's project on the US 52 Ramp from I-65 beginning as early as today. The Boone County Highway Department has identified routes that they believe local traffic will utilize. Although this may not be the ideal route, it is most likely the route to receive above normal wear where the county may incur abnormal cost during the closure. The proposed route for the unofficial local detour is CR 250N and CR 250W down to SR 32.
Commissioner Wolfe made a motion to approve the unofficial local detour for INDOT's project. Commissioner Santelli seconded the motion. Motion carried 3-0
5. Requesting a reduction in fee be made for gravel road crossings from \$25 to \$0 on the Boone County Highway Right of Way Permit Fee Schedule to match the application.
Commissioner Santelli made a motion to approve the reduction in fee be made for gravel road crossings from \$25 to \$0. Commissioner Wolfe seconded the motion. Motion carried 3-0

Other Elected Officials:

Kent Eastwood, County Prosecutor, requested guidance on who he should speak within the Health Department because he had people that were in court where an employee tested positive. They did not have direct contact with the person who tested positive, but they were denied entry at the courthouse today. Kent requested clarification on what the definition of contact is so he can properly advise his staff. Commissioner Lawson advised Kent to talk to Tom Ryan for further discussion.

Jessica Fouts, County Clerk, requested an official policy for employees traveling out of state. She spoke with Tom Ryan on Friday for guidance as she has three employees traveling to different states soon for vacation. During their discussion, it was stated that one individual would be fine to return to work, but the other two would have to self-quarantine before returning due to the location. Tom Ryan commented that one of the aspects of the COVID-19 risk assessment decision tree that was passed out to all county employees was out of state travel that had listed hotspots. Two of the employees were traveling to states listed as hotspots. Commissioner Wolfe asked who is defining the hotspots? Tom Ryan listed some of the hotspots within the United States. He is going to check to see if the CDC posted a list of all the hotspots. Since there have been so many changes from the federal government to the local ordinances, the commissioners asked to discuss this further outside of the meeting today and will notify the department heads of any revisions to the policy by this upcoming Wednesday.

In the Matter of Public Comments:

There was none at this time.

In the Matter of Document Signing:

1. A key request form for Justin Sparks for the Coroner's office.
Commissioner Santelli made a motion to approve the key request form.
Commissioner Wolfe seconded the motion. Motion carried 3-0.
2. An affidavit for payment for USI Consultants in the amount of \$3,845.49 for Bridge 202 Rehabilitation paid out of the COIT 14 Bond.
Commissioner Wolfe made a motion to approve the affidavit for payment for USI Consultants.
Commissioner Santelli seconded the motion. Motion carried 3-0

In the Matter of Claims presented in today's meeting

See **(Appendix #2)**

Commissioner Wolfe made a motion to approve claims as submitted with the correction to one of the claims – Check# 191471 in the amount of \$26.35 on the AP Claims Docket. This was for an overnight fee paid out of the wrong line in error. Commissioner Wolfe authorizes the Auditor's office to make the corrections. 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 9:42 am.
Commissioner Wolfe seconded the motion. Motion carried 3-0.