

**Boone County Board of Commissioners Minutes**  
**December 21, 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 9:19 am.

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**In the Matter of Legal Issues:**

***Attorney Bob Clutter presented the following items:***

1. Work from home agreements for Brian Daggy and Sheryl Vaughn previously signed by Commissioner Lawson for ratification.

Commissioner Wolfe made a motion to approve ratifying the work from home agreements for Brian and Sheryl. Commissioner Santelli seconded the motion. Motion carried 3-0.

2. There was communication received from ESG regarding the EAct 179D tax incentive for the 2018 energy savings contract for work at the Key Bank Building and courthouse. The government's 2018 and 2019 EAct tax incentives had previously lapsed and were renewed earlier this year. This allows ESG to retroactively apply for these 2018 tax incentives. County Attorney Bob Clutter has reviewed the acknowledgment letter and the 2018 EAct acknowledgment form, recommends approval. The authorized signatory representative listed on the documents is Commissioner Wolfe, former President of the board.

Commissioner Santelli made a motion to approve ESG request to apply for the 2018 tax incentives and authorizes Commissioner Wolfe to sign the 2018 EAct Acknowledgment form on behalf of the board.

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

**In the Matter of Resolution 2020-38 Renewing the State of Emergency:**

Tom Ryan, Boone County Preparedness Coordinator, provided the Commissioners with an update regarding the COVID-19 pandemic. The Boone County Health Department continues to do its best to share accurate and current information with the community as it becomes available to the department. The State has tasked local health departments to prepare for vaccine clinics to go live on January 11, 2021. A mass vaccination plan has been submitted to and accepted by the state. Registration for the vaccine will take place online. It is unknown at this time what group the health department will be tasked to target for vaccinations or the number of vaccines that will be available. The department will release this information when it becomes available closer to date. Boone County is currently in Orange Status based on the county metrics provided by the state. The number of positive cases continues to rise. Tom Ryan recommends extending the state of emergency for another week. County Attorney Bob Clutter presented Resolution 2020-38 renewing the State of Emergency and read it aloud in pertinent parts pursuant to Indiana State Law.

Commissioner Wolfe made a motion to adopt Resolution 2020-38 renewing the State of Emergency.

Commissioner Santelli seconded the motion. Motion carried 3-0.

The Boone County Board of Commissioners announced that there will be a Special Meeting held on Monday, December 28, 2020 at 9 am.

**In the Matter of Emergency Management Performance Grant Agreement:**

Rachel Hanson, the Administrative Assistant for EMA, presented the subrecipient grant agreement for the Emergency Management Performance Grant Program for salary reimbursement of \$30,000. The term of this Grant Agreement is October 1, 2020, through September 30, 2021. Upon County Attorney Bob Clutter's review of the agreement, Commissioner Lawson signed the agreement prior to today's meeting due to the time-sensitivity of having the executed agreement returned by December 17th.

Commissioner Santelli made a motion to approve ratifying presented the subrecipient grant agreement for the Emergency Management Performance Grant Program for salary reimbursement of \$30,000. Commissioner Wolfe seconded the motion. Motion carried 3-0.

**In the Matter of Integra Realty Resources Proposal for Services:**

Lisa Garoffolo, County Assessor, presented the Integra Realty Resources ("IRR") proposal for services to prepare an Analysis of Market Trends for the Midwest Metro Areas ("MSA") – Boone County, Hamilton County, Hancock County, Hendricks County, Marion County, and Shelby County. The analysis will consider market data, trends, and various changes to market conditions that occurred between January 1, 2020 and January 1, 2021. The fee for each client ("county") is \$5,833.33 and this will be paid by the Assessor's funds.

Commissioner Santelli made a motion to approve the Integra Realty Resources ("IRR") proposal for services and to ratify the agreement with Lisa Garoffolo's signature. Commissioner Wolfe seconded the motion. Motion carried 3-0.

**In the Matter of Travel Mileage Policy for Prosecutor's Office:**

Kent Eastwood, County Prosecutor, presented the request to amend the travel mileage policy for the Prosecutor's office. Prosecutors are traveling from their homes to a potential crime scene. They are currently not allowed to claim mileage from their homes, but from the office to the destination of the scene. Commissioner Wolfe commented that he believes that is a rule enforced by the IRS, so he doesn't believe the board could adopt that change, but they will certainly look into it.

**In the Matter of Aspire Jail Treatment Program Agreement:**

Michael Nance, Executive Director of Community Corrections, presented a memorandum of agreement with Aspire for a jail treatment program for women. Total payment due to Aspire for the first year of the program shall be twenty-six payments of \$996.12 (bi-weekly), totaling \$25,899.12 for the year. The funding will come from a grant that has been approved by the Department of Corrections ("DOC"). County Attorney Bob Clutter reviewed the agreements and has a few minor revisions.

Commissioner Wolfe made a motion to approve the memorandum of agreement with Aspire for a jail treatment program for women, conditional to Aspire approving the revisions made by the County Attorney. Commissioner Santelli seconded the motion. Motion carried 3-0.

**In the matter of InWell Jail Treatment Program Agreement:**

Michael Nance, Executive Director of Community Corrections, presented a memorandum of agreement with InWell for a jail treatment program for men. Total payment due to InWell for the first year of the program shall be twenty-six payments of \$1,978.66 (bi-weekly), totaling \$51,445.16 for the year. The funding will come from a grant that has been approved by the Department of Corrections ("DOC"). County Attorney Bob Clutter reviewed the agreements and has a few minor revisions.

Commissioner Wolfe made a motion to approve the memorandum of agreement with InWell for a jail treatment program for men, conditional to InWell approving the revisions made by the County Attorney. Commissioner Santelli seconded the motion. Motion carried 3-0.

**In the matter of 2021 Appointments:**

| <b>BOONE COUNTY ATTORNEY</b> |        |          |            |
|------------------------------|--------|----------|------------|
| Bob Clutter                  | 1 Year | 1/1/2021 | 12/31/2021 |

Commissioner Wolfe made a motion to approve the appointment of Bob Clutter as Boone County Attorney. Commissioner Santelli seconded the motion. Motion carried 3-0.

| <b>FACILITIES MANAGER</b> |        |          |            |
|---------------------------|--------|----------|------------|
| Max Mendenhall            | 1 Year | 1/1/2021 | 12/31/2021 |

Commissioner Wolfe made a motion to approve the appointment of Max Mendenhall as Facilities Manager. Commissioner Santelli seconded the motion. Motion carried 3-0.

| <b>SAFETY OFFICER</b> |        |          |            |
|-----------------------|--------|----------|------------|
| Max Mendenhall        | 1 Year | 1/1/2021 | 12/31/2021 |

Commissioner Wolfe made a motion to approve the appointment of Max Mendenhall as Safety Officer. Commissioner Santelli seconded the motion. Motion carried 3-0.

| <b>EMERGENCY MANAGEMENT AGENCY</b> |        |          |            |
|------------------------------------|--------|----------|------------|
| Mike Martin                        | 1 Year | 1/1/2021 | 12/31/2021 |

Commissioner Wolfe made a motion to approve the appointment of Mike Martin as Emergency Management Agency Director. Commissioner Santelli seconded the motion. Motion carried 3-0.

| <b>VETERAN SERVICE OFFICER</b> |        |          |            |
|--------------------------------|--------|----------|------------|
| Mike Spidel                    | 1 Year | 1/1/2021 | 12/31/2021 |

Commissioner Wolfe made a motion to approve the appointment of Mike Spidel as Veterans Affairs Officer. Commissioner Santelli seconded the motion. Motion carried 3-0.

| <b>WEIGHTS AND MEASURES</b> |        |          |            |
|-----------------------------|--------|----------|------------|
| Michael Cunningham          | 1 Year | 1/1/2021 | 12/31/2021 |

Commissioner Wolfe made a motion to approve the appointment of Michael Cunningham as Wights & Measures Inspector. Commissioner Santelli seconded the motion. Motion carried 3-0.

| <b>HIGHWAY DIRECTOR</b> |        |          |            |
|-------------------------|--------|----------|------------|
| Nick Parr               | 1 Year | 1/1/2021 | 12/31/2021 |

Commissioner Wolfe made a motion to approve the appointment of Nick Parr as Highway Director. Commissioner Santelli seconded the motion. Motion carried 3-0.

| TRICO REGIONAL SEWER UTILITY |        |          |            |
|------------------------------|--------|----------|------------|
| Eric Hand                    | 4 Year | 1/1/2021 | 12/31/2024 |

Commissioner Wolfe made a motion to approve the appointment of Eric Hand to the TriCo Regional Sewer Utility Board. Commissioner Santelli seconded the motion. Motion carried 3-0.

| CVB                                       |        |          |            |
|-------------------------------------------|--------|----------|------------|
| Jeff Wolfe - Commissioners Representative | 1 Year | 1/1/2021 | 12/31/2021 |
| Paulette Dowden                           | 2 Year | 1/1/2021 | 12/31/2022 |
| Wendy McMann                              | 2 Year | 1/1/2021 | 12/31/2022 |
| Steve Jacob                               | 2 Year | 1/1/2021 | 12/31/2022 |

Commissioner Santelli made a motion to approve the appointments of Jeff Wolfe, Paulette Dowden, Wendy McMann and Steve Jacob to the Convention Visitor's Bureau ("CVB") Board. Commissioner Wolfe seconded the motion. Motion carried 3-0.

| DRAINAGE BOARD MEMBERS |        |          |            |
|------------------------|--------|----------|------------|
| Jeff Wolfe             | 4 Year | 1/1/2021 | 12/31/2024 |
| Donnie Lawson          | 4 Year | 1/1/2021 | 12/31/2024 |

Commissioner Santelli made a motion to approve the appointments of Jeff Wolfe and Donnie Lawson to the Drainage Board. Commissioner Wolfe seconded the motion. Motion carried 3-0.

| EMA AND LEPC BOARD |        |          |            |
|--------------------|--------|----------|------------|
| Donnie Lawson      | 1 Year | 1/1/2021 | 12/31/2021 |

Commissioner Wolfe made a motion to approve the appointment of Donnie Lawson to the EMA & LEPC Board. Commissioner Santelli seconded the motion. Motion carried 3-0.

| PTA/BOA    |        |          |            |
|------------|--------|----------|------------|
| Dan Lamar  | 1 Year | 1/1/2021 | 12/31/2021 |
| Huck Lewis | 1 Year | 1/1/2021 | 12/31/2021 |

*\*Lisa Garoffolo, County Assessor, recommend these appointments.*

Commissioner Wolfe made a motion to approve the appointments of Dan Lamar and Huck Lewis to the PTA/BOA Board. Commissioner Santelli seconded the motion. Motion carried 3-0.

| REDEVELOPMENT COMMISSION |        |          |            |
|--------------------------|--------|----------|------------|
| Tom Lingafelter          | 1 Year | 1/1/2021 | 12/31/2021 |
| Mark Ransom              | 1 Year | 1/1/2021 | 12/31/2021 |
| Judi Hendrix             | 1 Year | 1/1/2021 | 12/31/2021 |

Commissioner Wolfe made a motion to approve the appointments of Tom Lingafelter, Mark Ransom, and Judi Hendrix to the Redevelopment Commission Board. Commissioner Santelli seconded the motion. Motion carried 3-0.

| Central Indiana Regional Transportation<br>("CIRTA") |        |          |            |
|------------------------------------------------------|--------|----------|------------|
| Nathan Messer                                        | 1 Year | 1/1/2021 | 12/31/2021 |

Commissioner Santelli made a motion to approve the appointments of Nathan Messer to the CIRTA Board. Commissioner Wolfe 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. Capital Investments / Facilities – Max Mendenhall
- c. IT Support – GUTS
- d. Health Department – Lisa Younts / Abby Messenger
- e. Highway Department – Nick Parr

***Nick Parr, Director of Highway Department presented the following items:***

1. Construction in right of way permit (#202010067) for the Boone County Surveyor's Office at 200 E 600 feet north of Elizaville Road to replace klingler county tile across CR 200 E. The Boone County Highway Department recommends approval of the permit.

Commissioner Santelli made a motion to approve the construction in right of way permit (#202010067) for the Boone County Surveyor's Office. Commissioner Wolfe seconded the motion. Motion carried 3-0.

2. Construction in right of way permit (#202010068) for Vectren at 8437 N. Water Street to replace old gas main and services. The bond amount requested is \$91,610. The Boone County Highway Department recommends tabling this permit for further discussion. Vectren continues to work on projects without permits. They recently cut across a few county roads that were recently resurfaced in Mechanicsburg and failed to get a permit prior to beginning the work. Nick requested guidance from the commissioners on what the next step should be working with Vectren. They have violated the County's Ordinance a substantial number of times. Commissioner Santelli tasked Nick to work with the County Attorney to send another Vectren a letter addressing the violations. He would also like for Vectren to provide a detailed corrective and preventative action plan in writing, so we don't have this ongoing problem in the future. Commissioner Wolfe added that this was the same action plan that took place when the other violations occurred. He would like for the letter to include the fine amount for this violation plus the previous fines. Commissioners tabled the permit.

3. Road closure permit (#202030017) for the Boone County Surveyor's Office at location CR 200 E between CR 175 E and Elizaville Road on December 21, 2020.

Commissioner Wolfe made a motion to approve the road closure permit (#202030017) for the Boone County Surveyor's Office. Commissioner Santelli seconded the motion. Motion carried 3-0

4. Local roads and bridges matching grant agreement for Community Crossings that was awarded for Bridge #311 that will provide matching funds equal to not less than 50% of the estimated project cost. The total grant agreement amount awarded is \$498,400.

Commissioner Santelli made a motion to approve the local roads and bridges matching grant agreement for Bridge #311. Commissioner Wolfe seconded the motion. Motion carried 3-0.

5. On-call services agreement with USI Consultants for Bridge# 148 reconstruction. Total agreement amount of \$207,600.

Commissioner Wolfe made a motion to approve the on-call services agreement with USI Consultants. Commissioner Santelli seconded the motion. Motion carried 3-0

6. All documents submitted for the 2021 Annual Material Bids have been reviewed. The Boone County Highway Department recommends accepting the bids for categories 1, 2, and 3.

Commissioner Wolfe made a motion to approve the acceptance of the bids, other than the fuel bid at this time. Commissioner Santelli seconded the motion. Motion carried 3-0.

**Other Elected Officials:**

Debbie Ottinger, County Treasurer, wanted to publicly say thank you to the leaders of Boone County, especially during this challenging year. We will continue to do our best to support our employees and taxpayers.

**In the Matter of Public Comments:**

Dr. Hershel Servies commented more on the COVID-19 pandemic and vaccines – types and individuals eligible.

**In the Matter of Document Signing:**

1. Affidavit for payment to Butler Fairman & Seufert in the amount of \$540.00 for the courthouse south walk entrance inspection.

Commissioner Santelli made a motion to approve the affidavit for payment to Butler Fairman & Seufert. Commissioner Wolfe seconded the motion. Motion carried 3-0.

2. Claims presented in today's meeting.

See **(Appendix #2)**

Commissioner Wolfe made a motion to approve claims as submitted.

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 10:13 am. Commissioner Wolfe seconded the motion. Motion carried 3-0.