

BOONE COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE FEBRUARY 1, 2021 MEETING

The Boone County Board of Commissioners met in regular session at 9:13 AM on Monday, February 1, 2021 in the Connie Lamar Meeting Room located on the main floor of the Boone County Annex Building at 116 W. Washington Street, Room 105, Lebanon, IN 46052 with the following personnel in attendance:

Tom Santelli	Commissioner, President
Jeff Wolfe	Commissioner, Vice President
Donald Lawson	Commissioner
Bob Clutter	County Attorney
Kaylee Jessie	Administrative Assistant

PLEDGE TO THE FLAG AND DETERMINATION OF QUORUM

Commissioner Santelli opened the meeting at 9:13 AM with a quorum of all three (3) Commissioners present and led the Pledge to the Flag in unison.

IN THE MATTER OF LEGAL ISSUES

Attorney Bob Clutter presented the following items:

1) A letter received from APD regarding the release of the contract for the Commissioners signature. Commissioner Wolfe moved to approve the letter for the release of contract with ADP. Motion seconded by Commissioner Lawson; motion passed unanimously.

2) Performance Bond for Harvest Park Section 6 for Erosion Control in the amount of \$38,597.35 for release. Commissioner Lawson moved to approve the release of the Performance Bond for Harvest Park Section 6. Motion seconded by Commissioner Wolfe; motion passed unanimously.

IN THE MATTER OF RESOLUTION 2021-06 RENEWING A STATE OF EMERGENCY

Tom Ryan, County Preparedness Coordinator, provided a brief update on the sixty-one (61) new cases reported in Boone County over the weekend. The number of positive cases reported each week continues to decline, which is encouraging. Last week, Boone County went from a Red Status to an Orange Status per the state's metrics, and we continue to remain in Orange Status. As of last Friday, approximately 7,000 vaccines have been administered through the joint efforts of the Health Department and other vaccine clinics within the County. There is a new testing site in Boone County at the old County Home, near the Boone County Sheriff's Office/jail. This site is being run independently by a third party, operating 5-6 days per week. As of today, those that are 65 and older are now eligible for the vaccine. Tom recommends letting the State of Emergency lapse based on the number of sites, the decline in positive cases, and being in Orange Status as a county. County Attorney Bob Clutter presented Resolution 2021-06 renewing a State of Emergency and read it aloud in pertinent parts pursuant to Indiana State Law.

Motion failed. Resolution 2021-06 dies due to lack of motion and the State of Emergency lapsed.

Commissioner Wolfe commented that on Wednesday, February 3rd county buildings/offices will go back to normal operations, understanding that the expectation is to still allow for social distancing and wearing masks mandated by the Governor's order.

IN THE MATTER OF AN OFFICE REQUEST FOR THE EXTENSION OFFICE

Curt Emanuel, Extension Educator, presented the request to keep the Extension Office door locked and visits by appointment only while the Boone County Health Department continues COVID testing at the fairgrounds, even if other offices open back up, to mitigate the exposure of COVID to the staff since those usually coming to the fairground to be tested are at high risk. Every day people continue to come to the Extension Office thinking their office is conducting the testing. Commissioner Santelli commented on adding additional signage and maps to the testing site at the fairgrounds.

Commissioner Lawson moved to approve the Extension Office to continue having their door locked and for visits by appointment only until the testing site is moved off the fairgrounds. Motion seconded by Commissioner Wolfe; motion passed unanimously.

IN THE MATTER OF A RENTAL AGREEMENT FROM EASTERN ENGINEERING FOR ENGINEERING PLOTTER FOR SURVEYOR'S OFFICE

County Attorney Bob Clutter presented a rental agreement with Eastern Engineering for a new plotter (Make: HP PageWide Model: XL3900). The lease for the current plotter is now expired and the Surveyor's Office has continued with a monthly contract, but the maintenance has gotten to the point where they cannot use it as frequently and are in need of a new plotter. The cost of the lease agreement is within the Surveyor's budget.

Commissioner Wolfe moved to approve the rental agreement from Eastern Engineering for an engineering plotter for the Surveyor's Office. Motion seconded by Commissioner Lawson; motion passed unanimously.

IN THE MATTER OF CONTRACT OF SERVICES FROM PAUL I. CRIPE FOR FACILITY CONDITION ASSESSMENT

Max Mendenhall, Director of Capital Investments, presented the Cripe Proposal for building condition assessment and planning for the courthouse and annex buildings. This will result in a five (5) year plan. The contract for services is in the amount of \$15,500.

Commissioner Wolfe moved to approve the contract for services from Paul I. Cripe for the facility condition assessment. Motion seconded by Commissioner Lawson; motion passed unanimously.

REQUESTING SURPLUS PROPERTY FOR MOTHERS ON THE RISE

Ashley Mager is a student from Fairbanks School of Public Health at IUPUI and presented the request of ten (10) laptops that are being decommissioned during the County's annual rollout to be donated to Mothers on the Rise – Grassroots Maternal and Child Health Leadership Program. A PowerPoint presentation was shown

highlighting the program goals & objectives, statistics, research design, and partners. (**Appendix #2**) County Attorney Bob Clutter will draft a resolution for the next meeting if the commissioners are inclined to make the donation. Sean Horan, IT Support, commented that the County is replacing thirty (30) laptops this year for the Sheriff's Office, but those have not all been deployed yet. IT Support Staff can with Ashley on disbursing the surplus laptops as they become available.

Commissioner Lawson moved to approve donating ten (10) of the laptops that are being declared surplus to the Mothers on the Rise Program. Motion seconded by Commissioner Wolfe; motion passed unanimously.

IN THE MATTER OF OLD BUSINESS

There was none at this time.

IN THE MATTER OF STAFF REPORTS

- APC – Rachel Cardis
- Coroner's Office – Justin Sparks
- Facilities / Capital Investments – Max Mendenhall
- Health Department – Lisa Younts / Abby Messenger
- Highway Department – Nick Parr
- Human Resources – Megan Smith
- IT Support – GUTS
- Other Elected Officials

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

- 1)** Construction in right of way permit (#202110004) for Boone REMC at 6285 & 6325 N CR 500 E for two bores under roadway to poles out of right of way to the east. There is a \$10,000 blanket bond on file. The Boone County Highway Department recommends approval of the permit.

Commissioner Wolfe moved to approve the construction in right of way permit (#202110004) for Boone REMC. Motion seconded by Commissioner Lawson; motion passed unanimously.

- 2)** Construction in right of way permit (#202110005) for Wabash Valley at CR 200 S west of Middle Jamestown Road to remove existing poles and install new poles. A bond in the amount of \$10,000 is recommended. The Boone County Highway Department recommends approval of the permit.

Commissioner Wolfe moved to approve the construction in right of way permit (#202110005) for Wabash Valley. Motion seconded by Commissioner Lawson; motion passed unanimously.

- 3)** Construction in right of way permit (#202110006) for Boone REMC at various locations to replace existing poles and wire with new poles and wire. There is a \$15,000 blanket bond on file. The Boone County Highway Department recommends approval of the permit.

Commissioner Wolfe moved to approve the construction in right of way permit (#202110006) for Boone REMC. Motion seconded by Commissioner Lawson; motion passed unanimously.

- 4)** Construction in right of way permit (#202020068) for Vectren that was tabled during a meeting on December 21, 2020 for violating the County's Ordinance by starting work at 8437 N water Street in Mechanicsburg without approval. There was a conference call with Vectren on Friday regarding their

plans moving forward and sent a letter outlining those plans. The letter only referred to the Mechanicsburg permit/violation and not the other past violations – those are still in discussion. Commissioner Wolfe moved to approve the construction in right of way permit (#202020068) for Vectren. Motion seconded by Commissioner Lawson; motion passed unanimously.

- 5) Thank You Letters to five of the property owners near Bridge 174 & 175 for donating land in the right of way for these projects. Their donations save the county taxpayers approximately \$25,000 between right of way purchasing services and the purchasing of the land. The Boone County Commissioners and the Boone County Highway Department publicly thanked the following for their cooperation donation of land for our Project to replace Bridges 174 & 175:

- **Mr. Thomas Joe Poe & Mrs. Marsha L. Sheppard-Poe**
- **Mr. Wayne Woolard & Mrs. Sherrie Woolard**
- **Ms. Donna Willenburg**
- **Mr. Jerrell Cunningham**
- **Mr. Donald Geisler & Mrs. Kay Geisler**

- 6) A letter of support to the Indiana Department of Transportation (INDOT) Functional Class coordinator for the reclassification of CR 100 S from Indianapolis Avenue to CR 400 E from a local road to a major collector for the City of Lebanon. There is a small segment of CR 100 S is within the County's jurisdiction.

Commissioner Wolfe moved to approve the letter of support for the City of Lebanon to Indiana Department of Transportation (INDOT) Functional Class coordinator for the reclassification. Motion seconded by Commissioner Lawson; motion passed unanimously.

- 7) A letter of support to the Indiana Department of Transportation (INDOT) Functional Class coordinator for the reclassification of CR 100 S from CR 400 E to CR 650 E from a local road to a major collector. During the interview process for the funding of the roundabout project at CR 100 S / CR 400 E, the highway department was encouraged to apply for this change due to the development in the area.

Commissioner Lawson moved to approve the letter of support to the Indiana Department of Transportation (INDOT) Functional Class coordinator for the reclassification. Motion seconded by Commissioner Wolfe; motion passed unanimously.

- 8) USI Consultants Supplemental Agreement No. 2 amending the contract from August 17, 2020 to include three (3) additional small structures: JE016, JE020, and MA033. They will be providing utility coordination and permitting services for these projects bringing the total of the contract not to exceed amount to \$34,250.

Commissioner Lawson moved to approve USI Consultants Supplemental Agreement No. 2. Motion seconded by Commissioner Wolfe; motion passed unanimously.

- 9) Butler Fairman & Seufert (BF&S) Task Order No. 16 to perform construction supervision and inspection services on the replacement project of Small Structures WO002, CL030, and MA030 that are expected to be completed this year. This task order has a not to exceed amount of \$42,000.

Commissioner Lawson moved to approve Butler Fairman & Seufert Task Order No. 16. Motion seconded by Commissioner Wolfe; motion passed unanimously.

- 10) Bridge 154 LPA has been awarded to Beaty Construction. The original estimate four years ago was \$900,000, and the low bid Beaty Construction for \$849,000. This is a significant savings because of the LPA Certification Program.

IN THE MATTER OF DOCUMENT SIGNING

- 1) Key request form for Andrew Emhardt, Deputy Prosecutor.
Commissioner Lawson moved to approve the key request form. Motion seconded by Commissioner Wolfe; motion passed unanimously.
- 2) Two titles from the health department for the vehicles that were previously declared surplus for Commissioner Santelli's signature.
- 3) A letter to Glassdoor authorizing Megan Smith, Human Resources Director, to create a free account on behalf of Boone County Government for Commissioner Santelli's signature.
- 4) Two affidavits for payments:
 - USI Consultants in the amount of \$722.96 for the Bridge 202 Rehabilitation.
 - Butler Fairman & Seufert in the amount of \$270.00 for the courthouse south walk entrance inspection.Commissioner Lawson moved to approve the two affidavits for payments. Motion seconded by Commissioner Wolfe; motion passed unanimously.
- 5) Claims Dockets – regular, prepaids, payroll, and insurance.
Commissioner Wolfe moved to approve the Budgetary Claims presented from the Auditor's Office. Motion seconded by Commissioner Lawson; motion passed unanimously.

IN THE MATTER OF MAIL

See **(Appendix #3)** for a list of mail opened by the Commissioners on this date.

IN THE MATTER OF ADJOURNMENT

With no further business, Commissioner Lawson moved to adjourn the Boone County Commissioners' Meeting at 10:22 AM on Monday, February 1, 2021. Motion seconded by Commissioner Wolfe; motion passed unanimously.