

BOONE COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE MARCH 15, 2021 MEETING

The Boone County Board of Commissioners met in regular session at 9:00 AM on Monday, March 15, 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

DETERMINATION OF QUORUM AND PLEDGE TO THE FLAG

Commissioner Santelli opened the meeting at 9:27 AM with a quorum of all three (3) Commissioners present. The Pledge to the Flag took place during the Drainage Board Meeting this morning.

IN THE MATTER OF MINUTES

Minutes were tabled until the next meeting.

IN THE MATTER OF LEGAL ISSUES

Attorney Bob Clutter presented the following items:

- 1) Government Account Form and Letter of Agency (LOA) with Granite Government Solutions. Commissioner Wolfe commented that this company will negotiate with providers regarding voice services (POTS, Long Distance, Local and LD T1 and PRI) on behalf of the County to assist with some cost savings. The total monthly charge is \$117.58.

Commissioner Wolfe moved to approve the Government Account Form and Letter of Agency (LOA) with Granite Government Solutions. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

- 2) Indiana Department of Transportation (INDOT) requires government entities to use DocuSign on all contracts for federal aid projects. It was recommended that Commissioner Wolfe be the authorized executor of the contracts due to his physical location to the Commissioners' Office and being the liaison for the highway department.

Commissioner Lawson moved to approve authorizing Commissioner Wolfe as the executor of the INDOT contracts for federal aid projects. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

- 3) Interlocal Agreement with TriCo Regional Sewer Utility to share and coordinate data/information that would be beneficial to the respective members, customers, and taxpayers. The County maintains a Geographical Information System (GIS) containing land base data and other information. Trico Regional Sewer Utility maintains a computerized system with site data and other information extending throughout its service territory in various areas of Boone County. This is a two-year agreement. Trico

Regional Sewer Utility will pay the County One Thousand Dollars (\$1,000.00) for being allowed access and coordinate with the County's Land Base Data System and Pictometry.
Commissioner Lawson moved to approve the Interlocal Agreement with TriCo Regional Sewer Utility.
Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

4) Work from Home Agreement for Megan Smith. This temporary telecommuting agreement will begin on February 26, 2021 and end on March 10, 2021.

Commissioner Wolfe moved to approve the Work from Home Agreement for Megan Smith. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF BID OPENING FOR PROJECTS 2020-06 AND 2020-08

BIDDER	DATE/TIME	2020-06 (CL-030)	2020-08 (MA-030)	TOTAL BID
Milestone Contractors, LP	03/12/2021 at 3:44 PM	\$184,350.00	\$178,450.00	\$362,800.00
Cobalt Civil	03/15/2021 at 8:16 AM	\$223,290.00	\$209,787.00	\$433,077.00
OLCO, Inc.	03/15/2021 at 8:13 AM	\$156,463.93	\$161,233.96	\$317,687.89
Morphey Construction	03/15/2021 at 8:07 AM	\$295,000.00	\$235,000.00	\$530,000.00
Hoosier Pride Excavating, Inc.	03/15/2021 at 8:04 AM	\$182,152.00	\$183,226.50	\$365,378.50
Conexco, Inc.	03/15/2021 at 8:20 AM	\$189,615.00	\$194,166.00	\$383,781.00

Commissioner Wolfe moved to approve to approve taking the bids under advisement for the Highway Department's review. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF UMR PLAN AMENDMENT

Megan Smith, Human Resources Director, presented the UMR Plan Amendment for Boone County Government. A summary of the modifications and standard changes are the following:

- Eligibility and Enrollment
 - Adding language clarifying that Elected Officials are covered on the Plan, though they already were.
- Prescription Drug Benefits
 - Preventive Item: HIV Pre-Exposure Prophylaxis (PrEP) with Zero Copay.
- Care Management has been rebranded as CARE (Care Management) throughout the document.
- Covered Medical Benefits:
 - Telemedicine – Telephone or Internet Consultations has been changed to Telehealth.
 - Telemedicine has been added with a reference to the appropriate section of the SPD.
- Mental Health Benefits:
 - Covered Benefits: Under Outpatient Therapy Services, the bullet regarding a therapeutic medical facility has been removed and the language has been reformatted to create a single paragraph.
 - Under Additional Provisions and Benefits, the bullet regarding medication evaluation by a psychiatrist has been removed.

- Substance Use Disorder and Chemical Dependency Benefits: Covered Benefits: Under Outpatient Therapy Services, the bullet regarding a therapeutic medical facility has been removed and the language has been reformatted to create a single paragraph.
- CARE (Care Management): The program has been rebranded, and the entire provision updated accordingly.
- The Centers of Excellence provision has been added.
- General Exclusions:
 - Abdominoplasty has been added as a standard exclusion.
 - Under Panniculectomy / Abdominoplasty, Abdominoplasty has been removed and now appears as a separate item.
 - Telemedicine – Telephone or Internet Consultations has been changed to Telehealth.
- Glossary of Terms:
 - Under Medically Necessary / Medical Necessity, the fourth bullet has been revised for clarification purposes.
 - The definition of Mental Health Disorder has been revised to align with the *Diagnostic and Statistical Manual of Mental Disorders*.
 - The definition of Morbid Obesity has been revised to fit current program requirements.
 - Telemedicine has been changed to Telehealth, and the definition has been revised.
 - A new definition of Telemedicine has been added.

Commissioner Lawson moved to approve the UMR Plan Amendment. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

Megan also announced that the Insurance Committee will now consist of one (1) commissioner plus a proxy, two (2) councilmembers plus a proxy, Human Resources Director, and Benefits Administrator. She proposed having quarterly meetings with Department Heads prior to the Insurance Meetings to receive feedback, recommendations, and to address any upcoming changes.

Debbie Ottinger, County Recorder, addressed her concerns of no longer being on the committee to provide her input before decisions are made. Commissioner Wolfe responded now that we have a Human Resources Director as a designated person who acts as a representative for the employees. Megan will compile any feedback given and this will help streamline insurance meetings.

Kent Eastwood, County Prosecutor, asked if Megan is an employee that reports to the Commissioners. Megan responded yes. Kent asked the commissioners to consider having another Elected Official office holder on the committee that does not report to the commissioners as that type of diversity would be important for the committee. Commissioner Lawson commented that Megan does not have a vote but is the voice for employees. Commissioner Santelli added that the commissioners want input from all the elected officials, which is why they would like to have those discussions during Department Head Meetings, to receive representation across the board. Kent commented that there could be an appearance that the Human Resources Director would not promote what an Elected Official(s) wants being an employee of the commissioners.

Kenneth Hedge, County Surveyor, commented that he agrees with what Kent says. He has been on the Insurance Committee for the past five (5) years. In the committee meetings, you can see all the information and have good discussions to express other views/thoughts so that it was more diverse. He thought it was a good opportunity for the employees. He added that he appreciates Megan, and she should be on the committee with the other elected officials.

Commissioner Santelli commented that the goal objective is to receive input from all officeholders, but also protect and maintain the sensitive/confidential information that is shared during the insurance meetings, which has no bearing on the terms of the overall input of our insurance programs.

Commissioner Wolfe also reiterated that the goal is to have discussions relating to insurance matters during department head meetings to receive feedback, recommendations, and to address any upcoming changes with all Elected Officials/Department Heads - these will take place quarterly. He also urged the Elected Officials/Department Heads to communicate with Kaylee Jessie, Commissioners Assistant, if there are other issues/topics to address during these department head meetings.

Megan Smith commented that she is here as a voice for the employees, that is part of the job being in Human Resources. Ultimately, her goal is for all employees to feel comfortable coming to speak with her. She would also like to capture a wide array of points of view and bring that information to the insurance broker and wellness program to figure out how we could possibly make it better. Feedback on insurance has also been included in the list of questions for exit interviews. Additionally, tough discussions come with the job, and she has already had a few regarding things she has seen, heard, or changes she would recommend.

IN THE MATTER OF SHARPS PROGRAM IN PARTNERSHIP WITH THE BOONE COUNTY HEALTH DEPARTMENT

Jennifer Lawrence, Executive Director of Boone County Solid Waste Management District (BCSWMD), presented the request for potential funds from the CARES Act for the Sharps Program that the Solid Waste Management District has in partnership with the Boone County Health Department. This program was developed back in 2007 for residents of Boone County to receive sharps containers and have a free option to return them for proper disposal. Boone County was the first in the state to this type of program and partnership in place, and it has been modeled throughout the state of Indiana with our guidance. Jennifer provided a spreadsheet breaking down the cost of the program – containers taken in and distributed - from CY 2019 and what is anticipated for CY 2021. **(See Appendix #2)** The BCSWMD budgets \$5,000 per year, but conservatively anticipates spending \$8,355 during CY 2021 for the containers taken in, distributed, and education. Jennifer would like to provide updates each month to report how those numbers are progressing. County Auditor Debbie Crum mentioned that this request would also qualify for the safety awareness funds the County received. Commissioner Wolfe and Auditor Crum recommended submitting an invoice for reimbursement towards the first quarter invoices.

IN THE MATTER OF COMMUNITY CORRECTIONS ANNUAL REPORT

Michael Nance, Executive Director of Community Corrections, presented the Boone County Community Corrections 2020 Annual Report. **(See Appendix #3)** This report was also submitted through the Advisory Board and to DOC. Michael briefly went over the report highlighting the goals, the number of clients served, programs, and financial savings.

*Commissioner Lawson left the Commissioners Meeting at 10:08 AM for personal matters.
A quorum of two Commissioners is present for the remainder of the meeting.*

IN THE MATTER OF JOHN DEERE GREADER FINANCIAL LEASE AGREEMENT

Max Mendenhall, Capital Investments Director, presented the John Deere Financial Lease Agreement to lease five (5) John Deere graders for the Boone County Highway Department. This is a five (5) year lease, and the total price is \$1,333,404.35 / five payments of \$266,680.87. The County's current lease for the graders expires on March 20, 2021.

Commissioner Wolfe moved to approve the John Deere Financial Lease Agreement. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

IN THE MATTER OF UNITED CONSULTING BRIDGE #192 SUPPLEMENT NO. 1

Nick Parr, Director of Highway Department, presented the United Consulting Professional Services Supplement Agreement for Bridge # 192. The supplement is needed for the additional Archaeological Survey required to acquire the expanded right-of-way increasing the original contract amount by \$2,060 now totaling \$7,860. Commissioner Wolfe moved to approve the United Consulting Professional Services Supplement Agreement for Bridge # 192. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

IN THE MATTER OF BAUMGARTNER CONTRACT FOR 2021-002 RESURFACING IN VARIOUS TOWNSHIPS

Nick Parr, Director of Highway Department, presented the Baumgartner contract for Project 2021-02 Resurfacing in Various Townships. There were ten (10) bids received for this project. Baumgartner is the lowest responsive bidder. Final completion of this project will be on or before October 29, 2021. The contract total is not to exceed \$2,467,446.96.

Commissioner Wolfe moved to approve presented the Baumgartner contract for Project 2021-02 Resurfacing in Various Townships. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

IN THE MATTER OF CONEXCO CONSTRUCTION CONTRACT FOR WO-002

Nick Parr, Director of Highway Department, presented the construction contract with Conexco for the replacement of small structure WO-002. Final completion of the replacement will be on or before July 30, 2021. The contract total is not to exceed \$104,200.00.

Commissioner Wolfe moved to approve the construction contract with Conexco for the replacement of small structure WO-002. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

IN THE MATTER OF RESOLUTION 2021-09 AUTHORIZING DISPOSAL OF SURPLUS PROPERTY FOR HEALTH DEPARTMENT

County Attorney Bob Clutter presented Resolution 2021-09 authorizing the disposal of surplus property for the Health Department. The department owns twelve (12) cellular telephones that are outdated and no longer

useful. Bob read Resolution 2021-09 aloud in pertinent parts pursuant to state law. Lisa Younts, Administrator and Director of Nursing, commented that all Apple IDs will be signed out and the phones will go back to factory settings.

Commissioner Wolfe moved to approve Resolution 2021-09 authorizing the disposal of surplus property for the Health Department. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

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

Lisa Younts, Administrator and Director of Nursing, presented the following items:

- 1) An update on COVID-19 within Boone County. There were twelve (12) new cases reported over the weekend, bring our case numbers to 6,531. A total of 15,936 vaccinations have been administered throughout Boone County. The Health Department received 100 doses of Johnson & Johnson for the month of March. They have also partnered with Witham EMS for homebound vaccinations.

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

- 1) Construction in right of way permit (#202110013) for TDS Telecom at CR 300 S / CR 780 E to relocate communication lines for the replacement of small structure WO-002. The Boone County Highway Department recommends approval.

Commissioner Wolfe moved to approve the construction in right of way permit (#202110013) for TDS Telecom. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

- 2) Construction in right of way permit (#202110014) for TDS Telecom at 7447 S 475 E for a line extension to provide services to a new home. The bond amount required is \$15,000. The Boone County Highway Department recommends approval.

Commissioner Wolfe moved to approve the construction in right of way permit (#202110014) for TDS Telecom. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

- 3) Construction in right of way permit (#202110015) for TDS Telecom at 4400 N 1000 E for two thousand four hundred and ninety (2,490) feet of linear construction for new customer. The bond amount required is \$25,000. The Boone County Highway Department recommends approval.

Commissioner Wolfe moved to approve the construction in right of way permit (#202110015) for TDS Telecom. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

- 4) Construction in right of way permit (#202110016) for Lebanon Utilities at CR 300 N east of US 52 for open cut on a paved road for a waterline that was leaking. This project has been completed due to an emergency. The bond amount required is \$15,000. The Boone County Highway Department recommends approval.

Commissioner Wolfe moved to approve the construction in right of way permit (#202110016) for Lebanon Utilities. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

- 5) The Bridge #41 replacement Level 1 Design Exception from Indiana Department of Transportation (INDOT) for the horizontal curve minimum radius, horizontal stopping sight distance, and superelevation rate used for design on CR 950 N.

Commissioner Wolfe moved to approve Level 1 Design Exception from Indiana Department of Transportation. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

- 6) Milestone Contractors property agreement to use Boone County's Lot 2 near the Boone County Highway Department for equipment and material storage while leaving the property in satisfactory condition. This is a four-month request for the storage. A certificate of liability insurance has been received.

Commissioner Wolfe moved to approve property agreement with Milestone Contractors for temporary storage at Lot 2. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

IN THE MATTER OF DOCUMENT SIGNING

- 1) Key request form for Lindsey Tomaw.

Commissioner Wolfe moved to approve the key request form submitted. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

- 2) Claims Dockets – regular, prepaids, payroll, and insurance.

Commissioner Santelli moved to approve Budgetary Claims presented from the Auditor's Office. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.

IN THE MATTER OF MAIL

See (**Appendix #4**) for a list of mail opened by the Commissioners on this date.

IN THE MATTER OF ADJOURNMENT

With no further business, Commissioner Wolfe moved to adjourn the Boone County Commissioners' Meeting at 10:31 AM on Monday, March 15, 2021. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0.