

BOONE COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE JUNE 7, 2021 MEETING

The Boone County Board of Commissioners met in regular session at 9:00 AM on Monday, June 7, 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 9:04 AM with a quorum of all three (3) Commissioners present and led the Pledge to the Flag in unison.

IN THE MATTER OF MINUTES

Commissioner Wolfe moved to approve the Minutes of the May 3, 2021 and May 17, 2021 Commissioners' Meeting as presented. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

Commissioner Santelli took a minute to introduce Scott Zarazee with Attorney General Todd Rokita's office who attended today's meeting. Scott thanked the commissioners for having him and for the introduction. He new to the job and wanted to make sure that people of the county knew who he was and that they can use the Attorney General's office as a resource.

IN THE MATTER OF BID OPENING FOR PROJECTS 2020-10, 2020-11, AND 2020-12

PROJECT 2020-10, REPLACEMENT OF SMALL STRUCTURE JE-016

BIDDER	DATE	TIME	BASE BID	TOTAL BID
HIS Constructors, INC.	June 7th, 2021	8:15 AM	\$ 324,651.00	\$ 324,651.00
Conexco, INC.	June 7th, 2021	8:14 AM	\$ 281,612.00	\$ 281,612.00
United Construction Services, LLC.	June 7th, 2021	8:13 AM	\$ 244,288.00	\$ 244,288.00
Pontem Contractors	June 7th, 2021	8:03 AM	\$ 385,000.00	\$ 385,000.00
Morphy Construction	June 7th, 2021	8:01 AM	\$ 253,000.00	\$ 253,000.00
Cobalt Civil	June 4th, 2021	3:45 PM	\$ 190,952.00	\$ 190,952.00
Milestone Contractors, LP	June 4th, 2021	1:40 PM	\$ 213,888.00	\$ 213,888.00

PROJECT 2020-11, REPLACEMENT OF SMALL STRUCTURE JE-020

BIDDER	DATE	TIME	BASE BID	TOTAL BID
HIS Constructors, INC.	June 7th, 2021	8:15 AM	\$ 310,543.00	\$ 310,543.00
Conexco, INC.	June 7th, 2021	8:14 AM	\$ 290,651.00	\$ 290,651.00
United Constrcution Services, LLC.	June 7th, 2021	8:13 AM	\$ 247,426.00	\$ 247,426.00
Pontem Contractors	June 7th, 2021	8:03 AM	\$ 333,000.00	\$ 333,000.00
Morphy Construction	June 7th, 2021	8:01 AM	\$ 283,000.00	\$ 283,000.00
Cobalt Civil	June 4th, 2021	3:45 PM	\$ 206,550.00	\$ 206,550.00
Milestone Contractors, LP	June 4th, 2021	1:40 PM	\$ 240,613.00	\$ 240,613.00

PROJECT 2020-12, REPLACEMENT OF SMALL STRUCTURE MA-033

BIDDER	DATE	TIME	BASE BID	TOTAL BID
HIS Constructors, INC.	June 7th, 2021	8:15 AM	\$ 284,549.00	\$ 284,549.00
Conexco, INC.	June 7th, 2021	8:14 AM	\$ 258,198.00	\$ 258,198.00
United Constrcution Services, LLC.	June 7th, 2021	8:13 AM	\$ 228,592.00	\$ 228,592.00
Pontem Contractors	June 7th, 2021	8:03 AM	\$ 325,000.00	\$ 325,000.00
Morphy Construction	June 7th, 2021	8:01 AM	\$ 235,000.00	\$ 235,000.00
Cobalt Civil	June 4th, 2021	3:45 PM	\$ 161,642.00	\$ 161,642.00
Milestone Contractors, LP	June 4th, 2021	1:40 PM	\$ 196,884.00	\$ 196,884.00
All Star Paving	June 7th, 2021	8:00 AM	\$ 199,003.00	\$ 199,003.00

Commissioner Lawson moved take bids under advisement for review by the Boone County Highway Department. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

IN THE MATTER OF LEGAL ISSUES

Attorney Bob Clutter presented the following items:

- 1) Client Services Agreement, Statement of Work, and Business Associate Agreement with Steele Benefits. The commissioners previously approved switching to Steele Benefits for the Ben Admin System. Steele Benefits and legal counsel have come to an agreement on the terminology in the agreements. County Attorney recommends approval of the revised agreements.

Commissioner Lawson moved to approve Client Services Agreement, Statement of Work, and Business Associate Agreement with Steele Benefits. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

- 2) Lease with maintenance supplement agreement with Toshiba Business Solutions for a new copier at the Probation office.

Commissioner Lawson moved to approve the lease with maintenance supplement agreement with Toshiba Business Solutions. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

3) Addendum to the Toshiba Business Solutions for the highway department copier.

Commissioner Wolfe moved to the addendum to the agreement with Toshiba Business Solutions. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

4) Addendum No. 1 to the project management contract with Government Utilities Technology Service Inc. (GUTS) for the payroll and HR implementation project to extend the term to December 31, 2021.
Commissioner Wolfe moved to approve Addendum No. 1 to the project management contract with government Utilities Technology Service Inc. (GUTS) for the payroll and HR implementation project. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

5) The County Clerk's office has moved onto the State's Jury Selections system and will not longer need to use the Government Utilities Technology Service Inc. (GUTS) Jury Selection application. A notice to terminate services at the end of 2021 was presented for signature.

Commissioner Lawson moved to approve the notice to terminate the Government Utilities Technology Service Inc. (GUTS) Jury Selection application services at the end of 2021. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

6) Acceptance of maintenance bonds for Jackson Run Section 1A

- Rear yard subsurface drains and storm sewer in the amount of \$100,630.00

Acceptance of erosion control and storm drain performance bonds for Paul Property/4921 E 450 S Whitestown, IN

- Storm sewer in the amount of \$477,040.00
- Erosion control in the amount of \$9,460.00

Commissioner Wolfe moved to approve accept the bonds submitted. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

7) Willdan building inspection and plan review services proposal. The inspection services will be billed at an hourly rate of \$75.00 (2-hour minimum) and \$95.00 per hour for both structural and non-structural review services. Rachel Caris, Area Plan Director, commented that they believe Willdan will be a great backup in the event her office needs to call them in for services while her office is short-staffed.

Commissioner Wolfe moved to approve the Willdan building inspection and plan review services proposal. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

**IN THE MATTER OF PUBLIC HEARING
ROAD/RIGHT-OF-WAY VACATION OF COUNTY ROAD 950 WEST**

County Attorney Bob Clutter commented that he was contacted by Nick Parr, Highway Director, and Jim Swift, Swift Land Consulting LLC, regarding County Road 950 West from County Road 450 North northbound approximately 1800 feet that only services fields. A petition requesting the vacation of the portion of County Road 950, which abuts to parcels 0090125001, 0090125000, and 009030600, was received. Jim Swift also commented that this portion of the road services the field and has not been maintained by the county. Beverly Zell, Owner Parcel 0090125001, is trying to develop her lot, and due to the County's Ordinance, there is a 70-foot setback with a requirement of a 40-foot grant of right-of-way. This vacant road has negatively impacted Ms. Zell's ability to put septic in the best place of the lot. In conjunction with the road vacation, ingress/egress

easements will be created and recorded, as seen in Exhibit B of the petition. Notice of the public hearing was published in The Lebanon Reporter and The Indy Star. Notices were also sent to the abutting property owners, and confirmation of receipt has been returned.

Commissioner Santelli opened the public hearing at 9:36am. No one came forward to comment. Public hearing was closed at 9:37am.

**IN THE MATTER OF ORDINANCE 2021-04
VACATING THE RIGHT-OF-WAY OF COUNTY ROAD 950 WEST**

County Attorney Bob Clutter presented Ordinance 2021-04 vacating the right-of-way of County Road 950 West and read it aloud in pertinent parts pursuant to state law.

Commissioner Lawson moved to approve Ordinance 2021-04. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

**IN THE MATTER OF PROJECT 2020-07
JE-17 SMALL STRUCTURE REPLACEMENT CHANGE ORDER #1**

Nick Parr, Highway Director, presented Change Order #1 with Milestone Contractors for project 2020-07 replacement on small structure JE-017. Milestone will be reimbursing \$4,962.80 for undistributed quantities of Riprap Revetment and Bedding. There has been a significant savings on the contracts for this project.

Commissioner Lawson moved to approve Change Order #1 from Milestone Contractors for project 2020-07 replacement on small structure JE-017. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

**IN THE MATTER OF PROJECT 2020-09
WO-002 SMALL STRUCTURE REPLACEMENT CHANGE ORDER #1**

Nick Parr, Highway Director, presented Change Order #1 from Conexco for project 2020-09 replacement of small structure WO-002. Conexco is requesting an addition \$7,191.33 for additional asphalt.

Commissioner Wolfe moved to approve Change Order #1 from Conexco for project 2020-09 replacement of small structure WO-002. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF CIVILCON, INC QUOTE

Nick Parr, Highway Director, presented a CivilCon, Inc. quote of \$44,938.45 for multiple CMP's and Bands for stock.

Commissioner Lawson moved to approve the CivilCon, Inc. quote. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

**IN THE MATTER OF ORDINANCE 2021-05 CREATING A NEW FUND
FOR THE RECEIPT OF FUNDING FROM THE AMERICAN RESCUE PLAN**

County Attorney Bob Clutter presented Ordinance 2021-05 creating a new fund for the receipt of funding from the American Rescue Plan (ARP) suggested by the State Board of Accounts (SBoA). He read it aloud in pertinent parts pursuant to state law.

Commissioner Wolfe moved to approve Ordinance 2021-05. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF DISCUSSION REGARDING THE AT&T VOICE RECORDING SERVICES

Sean Horan, IT Support, commented that last year he came before the commissioners because there were issues with the sub-contractor doing the phone recordings for the Boone County Sheriff's Office (BCSO). The commissioners approved the switch to Word Systems as a replacement to that solution. Wordsystems is now up and running. Sean recommends sending AT&T the 30-day cancellation notice for this portion of the contract.

Commissioner Wolfe moved to approve sending AT&T the 30-day cancellation notice for the call recording services for BCSO. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF COLLECTIVE PUBLISHING, LLC

Commissioner Santelli presented the Collective Publishing, LLC agreement for producing content that is published online and local community magazine. They will also be creating and managing social media platforms. The monthly cost is \$3,333. This is to help enhance get information out to the community. This contract will be paid for initially from the COVID Safety Awareness fund.

Commissioner Wolfe moved to approve the Collective Publishing, LLC agreement. Motion seconded by Commissioner Santelli; motion passed unanimously 3-0.

IN THE MATTER OF BAR COMMUNICATIONS CONTRACT

Commissioner Santelli presented the engagement letter with Bar Communications to assist Boone County Commissioners and Boone County Council with media relations and communications services. There is a retainer of \$4,000 per month for up to 20 hours of consulting services. Additional services will be billed at a blended rate of \$225 per hour if agreed upon by the client. This contract will be paid for initially from the COVID Safety Awareness fund.

Commissioner Wolfe moved to approve the engagement letter with Bar Communications. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF APPROVAL OF RFPQ FOR JUSTICE CENTER

County Attorney Bob Clutter presented the RFPQ for the Justice Center project. It will be published in The Lebanon Reporter and The Indy Star on two dates. The due date for the RFPQ is July 1, 2021. Commissioner Wolfe commented that many years of review and planning has taken place to get to this point of the project.

Commissioner Wolfe moved to approve the RFPQ for the Justice Center project. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF OLD BUSINESS

- 1) Megan Smith, Human Resources Director, provided an update on the discussion that took place during the last meeting regarding prescription drugs. Apex reached out to Confidio with the proposed language of a bridge for the county to cover the cost of the prescription drug while the member goes through the approval process with RxHelp Centers. Confidio is not in favor of the bridge language and will not support it. Megan and Apex's recommendation would be to move forward with the SaveonSP solution that was also presented – this will not cause any disruption to the members – and to hold off on the advanced utilization management techniques while they try to figure out another solution.

Commissioner Wolfe moved to approve the SaveonSP solution. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

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

Sean Horan, IT Support presented the following items:

- 1) Request of a floater cell phone for the Juvenile Probation to be added the County's plan for the on call person to use instead of using their personal cell phones.

Commissioner Lawson moved to approve the additional cell phone for Juvenile Probation. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

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

- 1) Construction in right-of-way permit (#202110035) for Boone REMC at various locations to replace old poles and wires. There is a \$15,000 blanket bond on file. The Boone County Highway Department recommends approval.

Commissioner Wolfe moved to approve the construction in right-of-way permit (#202110035) for Boone REMC Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

- 2) Construction in right-of-way permit (#202110036) for Centerpoint at 645 E 250 S for underground linear construction to replace test marker posts. The was an emergency job and the work has been completed. The Boone County Highway Department recommends approval.
Commissioner Wolfe moved to approve the construction in right-of-way permit (#202110036) for Centerpoint. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.
- 3) Construction in right-of-way permit (#202110037) for Bowen Engineering at CR 300 S between CR 875 E and CR 975 E for underground linear construction to place valve in water main. The Boone County Highway Department recommends approval.
Commissioner Wolfe moved to approve the construction in right-of-way permit (#202110037) for Bowen Engineering. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.
- 4) Construction in right-of-way permit (#202110038) for Duke at CR 600 W between SR 32 and Hazelrigg Road for installation of 7,525 feet of overhead wire. The Boone County Highway Department recommends tabling this permit to work through some issues/concerns.
Commissioner Wolfe moved to table the permit. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.
- 5) Road closure permit (#202130006) for Bowen Engineering at CR 300 S between CR 875 E and CR 975 E from July 20th – July 28th. The Boone County Highway Department recommends approval.
Commissioner Wolfe moved to approve the road closure permit (#202130006) for Bowen Engineering. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.
- 6) A public hearing for Bridge 192 has been scheduled for July 30th in the Connie Lamar Room at 6pm.

IN THE MATTER OF DOCUMENT SIGNING

- 1) Key request forms for Evan Demaree with the Health Department.
Commissioner Lawson moved to approve the key request forms submitted. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.
- 2) Claims Dockets – regular, prepaids, payroll, and insurance.
Commissioner Wolfe moved to approve Budgetary Claims presented from the Auditor’s Office. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

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 10:00 AM on Monday, June 7, 2021. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.