

# **BOONE COUNTY BOARD OF COMMISSIONERS**

## **MINUTES OF THE NOVEMBER 15, 2021 MEETING**

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

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### **DETERMINATION OF QUORUM AND PLEDGE TO THE FLAG**

Commissioner Santelli opened the meeting at 9:12 AM with a quorum of all three (3) Commissioners present and led the Pledge to the Flag in unison.

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### **IN THE MATTER OF MINUTES**

Commissioner Wolfe moved to approve the Minutes of the October 18, 2021 and November 1, 2021 Commissioners' Meeting as presented. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

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### **IN THE MATTER OF LEGAL ISSUES**

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

- 1) Acceptance of the following bond(s):
  - a. Maintenance Bond for Cardinal Point 1A/Golf Club of Indiana
    - Erosion Control in the amount of \$8,400.00
  - b. Maintenance Bond for Cardinal Point 1A
    - Storm Drains in the amount of \$53,875.00
  - c. Maintenance Bond for Trailside Section 2A
    - Storm Drains in the amount of \$28,604.75

Release of the following bonds(s):

- a. Performance Bonds for Cardinal Point 1A/Golf Club of Indiana
  - Erosion Control in the amount of \$33,600.00
  - Storm Drains in the amount of \$215,500.00

Commissioner Lawson moved to approve the acceptance / release of bonds presented at today's meeting. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

- 2) There has been a recent discussion during the preliminary stages of the State Board of Accounts (“SBoA”) audit for the county to evaluate and consider a new financial software. The County Treasurer Baldwin and County Auditor Crum respectfully request a formation of a committee.

Commissioner Wolfe moved to approve the formation of a committee to evaluate the financial software. The following were nominated to serve on the committee: Treasurer Baldwin, Auditor Crum, Commissioner Wolfe, Councilwoman Wilhoite, Consultant Deanna Willhoite, and Consultant Government Utilities Technology Service (“GUTS”). Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

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**IN THE MATTER OF LEBANON HIGH SCHOOL MADRIGALS GROUP PERFORMANCE  
ON DECEMBER 17<sup>TH</sup> AT THE COURTHOUSE**

Gwendolyn D. Schoeff, Director of Choirs, emailed the commissioners requesting permission for the Lebanon High School Madrigals to come and sing in the courthouse for the employees on Friday, December 17th, between 11am to noon.

Commissioner Lawson moved to approve the Lebanon High School Madrigals group performance at the courthouse. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

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**IN THE MATTER OF PUBLIC HEARING ON ROAD/RIGHT-OF-WAY VACATION OF COUNTY  
ROAD 600 S AND SOUTH DARLINGTON ROAD (900 W)**

County Attorney Bob Clutter explained the purpose of considering the vacation of the road/right-of-way known as County Road 600 S – east from its intersection with Darlington Road (900 W) approximately 489 feet to the Interstate 74 right-of-way; and South Darlington Road (900 W) – north from its intersection with 600 South approximately 535 feet to the Interstate 74 right-of-way. The notice of public hearing was advertised in The Lebanon Reporter (11/04/2021) and Indy Star (11/03/2021). Jim Swift with Swift Land Consulting LLC has worked on the surveying and prepared the road vacation exhibit. Nick Parr, Highway Director, presented images of the area surrounding the road/right-of-way in discussion. **(Appendix #2)**

***Commissioner Santelli opened the public hearing at 9:26am.*** No members of the public came forward to comment on the proposed vacation of the road/right-of-way known as County Road 600 S and South Darlington Road (900 W). ***Commissioner Santelli closed the public hearing at 9:27am.***

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**IN THE MATTER OF ORDINANCE 2021-08 VACATING A PORTION OF THE RIGHT-OF-WAY  
OF COUNTY ROAD 600 S AND SOUTH DARLINGTON ROAD (900 W)**

County Attorney Bob Clutter presented Ordinance 2021-08 vacating a portion of the right-of-way of County Roads 600 S and South Darlington Road (900 W) and read it aloud in pertinent parts pursuant to state law.

Commissioner Wolfe moved to approve Ordinance 2021-08. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

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**IN THE MATTER OF SPECIAL CLAIMS DATE FOR DECEMBER 2021**

Auditor Crum presented the request for a special claims release date on December 28, 2021. Commissioner Wolfe volunteered to be available to approve claims. Commissioner Santelli volunteered to be a backup.

Commissioner Lawson moved to approve December 28, 2021, as the special claims release date, and Jeff or Tom to review/approve claims submitted. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

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### **IN THE MATTER OF SOUTHEASTERN SALES ORDER FOR BROOM**

Max Mendenhall, Director of Capital Investments, presented the Southeastern Sales Order for a broom for ratification. Commissioner Wolfe signed the sales order on November 5, 2021.

Commissioner Lawson moved to approve ratifying the Southeastern Sales order for the broom. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

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### **IN THE MATTER OF OLD BUSINESS**

There was none at this time.

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### **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

#### ***Max Mendenhall, Director of Capital Investments presented:***

- 1) A request was received from Missy Krulik, Executive Director of The Heart of Lebanon, to use the courthouse rotunda on Saturday, December 4th, from 4-8 pm during the Christmas on the Square. They will be decorating the rotunda for the festivities like visiting with Santa and free hot cocoa.

Commissioner Wolfe moved to approve the request to use the courthouse rotunda during Christmas on the Square. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

#### ***Dr. Herschell Services presented:***

- 1) An update on COVID-19 cases within Boone County – 158 new positive cases were reported last week. The Boone County Health Department received the Pfizer vaccine for ages 5 to 11 last week and were out by Friday afternoon. He is unsure when the department will receive more. They are still offering clinics for the other vaccines during the week, along with the testing clinics.

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

- 1) Construction in right-of-way permit (#202110064) for TPI Utility Construction at Snaffle Bit Road and Paddock Road for the installation of water lines for residents. There is a \$25,000 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 (#202110064) for TPI Utility Construction. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.
- 2) Construction in right-of-way permit (#202110065) for National OnDemand at 11927 W 550 N to install underground duct work for fiberoptics. The Boone County Highway Department recommends approval of the permit with a \$15,000 bond.  
Commissioner Lawson moved to approve the construction in right-of-way permit (#202110065) for National OnDemand. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.
- 3) Construction in right-of-way permit (#202110066) for Centerpoint Energy at 5356 Serum Plant Road for installation of residential gas service. There is \$5,000 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 (#202110066) for Centerpoint Energy. Motion seconded by Commissioner Santelli; motion passed unanimously 2-0-1.
- 4) Construction in right-of-way permit (#202110067) for Centerpoint Energy at 8440 Hunt Club Road for a tap pit to install gas services. There is \$5,000 blanket bond on file. The Boone County Highway Department recommends approval of the permit.  
Commissioner Lawson moved to approve the construction in right-of-way permit (#202110067) for Centerpoint Energy. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.
- 5) Construction in right-of-way permit (#202110068) for Frontier Communications 9446 W 450 for a bore to provide service to a customer. The Boone County Highway Department recommends approval of the permit with a \$5,000 bond.  
Commissioner Wolfe moved to approve the construction in right-of-way permit (#202110068) for Frontier Communications. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.
- 6) American Structurepoint Amendment No. 3 for Bridge 217 to modify the original agreement re-allocating funds from land acquisition to utility coordination.  
Commissioner Wolfe moved to approve the American Structurepoint Amendment No. 3 for Bridge 217. Motion seconded by Commissioner Lawson motion passed unanimously 3-0.
- 7) Other Highway Department Items:
  - a. JE016 opened on 11/08.
  - b. Boone County was awarded Community Crossing Funds for Bridge 217. There will be a bid opening at next commissioners meeting.

***Don Lamb, County Councilman presented:***

- 1) Requested dialog on American Relief Plan (“ARP”) Funds and how the County proceeds moving forward between the County Commissioners and County Council. Commissioner Wolfe addressed that the recent amendment to an Ordinance adopted by the commissioners regarding ARP was at the advisement of Ice Miller; the firm serving as special counsel to Boone County with respect to assisting through the ARP funding process and developing a plan/project list for the use of funds. The commissioners have submitted the plan for projects to Ice Miller for review. Some projects will need immediate attention, so Commissioner Wolfe is unsure at this time if the plan will be presented to the

County Council in pieces or as a whole – several items County Council has heard requests for funding at public meetings. The County is still waiting to receive any of the ARP funds. Councilman Lamb requested there be a committee formed to include County Council and have more discussions regarding the projects requesting funding before they are presented to County Council at a public meeting to vote on funding. Commissioner Santelli commented that it would also be great to have more attendance of the County Council at the Commissioners Meetings when the projects are being presented. He also thanked Councilman Lamb and Councilwomen Nieshalla for their attendance.

***Debbie Ottinger, County Recorder presented:***

1. The Boone County Recorder's Office is seeking additional shelves with books or a new filing system for plot books. She is requesting a partnership with the County Commissioners and County Council for funding. It was also suggested that a member of the council and commissioners go see a demonstration of an alternate filing system that is available and is currently being used by Hendricks County. The current (18x24) plot books are large and heavy – occasionally takes two people to move them.

***Kent Eastwood, County Prosecutor:***

1. Requested an update on the timekeeping system that is still in the implementation process. County offices were informed that the system would be up and running earlier this year, but we are now in November. He asked if his department should seek its own timekeeping system for next year. Commissioner Wolfe commented that the county is on our fourth project manager with Timeclock Plus. The commissioners recently received an update from GUTS who is assisting with implementing the project. The commissioners are hopeful that the system will be available in the near future, but they will also speak with the project manager for a current update.

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**IN THE MATTER OF DOCUMENT SIGNING**

- 1) 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.

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**IN THE MATTER OF MAIL**

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

- 1) Annual building update notice received from Universal Valuations, Inc. with an invoice of \$695.00. Commissioner Lawson moved to approve the Universal Valuations, Inc. building update contract and invoice. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

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**IN THE MATTER OF ADJOURNMENT**

With no further business, Commissioner Lawson moved to adjourn the Boone County Commissioners' Meeting at 10:21 AM on Monday, November 15, 2021. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.