

BOONE COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE DECEMBER 20, 2021 MEETING

The Boone County Board of Commissioners met in regular session at 9:00 AM on Monday, December 20, 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:

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

DETERMINATION OF QUORUM AND PLEDGE TO THE FLAG

Commissioner Santelli opened the meeting at 10:35 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

Commissioner Lawson moved to approve the Minutes of the December 6, 2021 Commissioners' Meeting as presented. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

IN THE MATTER OF LEGAL ISSUES

Attorney Bob Clutter presented the following item:

- 1) The Boone County Health Department requests to terminate the statement of work with Inspect2Go for the permitting and inspections software of the septic program with the environmental division. Commissioner Lawson moved to approve terminating the permitting and inspections for the septic program portion of the contract with Inspect2Go. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.
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IN THE MATTER OF DIGITAL INCLUSIVITY PLAN

Claire Collett, Economic Development Manager with Boone EDC, presented an update on the 5-year digital inclusion plan for Boone County. See **(Appendix #2)** for the plan presented at today's meeting broken down by three phases. Thanks to Duke Energy Foundation's Digital Inclusion grant and partnership with the Purdue Center of Regional Development, Boone County was one of the five counties selected to receive a \$15,000 grant to write and begin implementing a county wide digital inclusion plan.

IN THE MATTER OF ORDINANCE 2021-10 ESTABLISHING COUNTY COUNCIL DISTRICTS FOR BOONE COUNTY, INDIANA

County Attorney Bob Clutter presented Ordinance 2021-10 establishing County Council districts for Boone County, Indiana and read it aloud in pertinent parts pursuant to state law.

Commissioner Wolfe moved to approve Ordinance 2021-10 establishing County Council districts for Boone County, Indiana. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC FOR THE NEW GIS APPLICATION

Sean Horan, IT Support / GUTS, presented the Environmental Systems Research Institute, Inc. (“ESRI”) contract for the new GIS application. The quote presented at today’s meeting is for a three-year schedule: Year 1 = \$25,000.00 Year 2 = \$36,900.00 and Year 3 = \$55,000.00.

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

IN THE MATTER OF GUTS PROPERLY SEPTIC, WELL AND FOOD PERMITTING / MAINTENANCE PROGRAM ACCESS, SUPPORT & MAINTENANCE

Sean Horan, IT Support / GUTS, presented the Government Utilities Technology Service, Inc. (“GUTS”) master subscription services agreement for hosting, management, and operation of the Service Software for Properly Septic, Well and Food Permitting / Maintenance Program with the environmental division.

Commissioner Wolfe moved to approve the GUTS master subscription services agreement for Properly Septic, Well and Food Permitting / Maintenance Program. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF 2022 APPOINTMENTS

STAFF APPOINTMENT	TERM	TERM BEGINS	TERM EXPIRES
COUNTY ATTORNEY			
Bob Clutter	1 Year	1/1/2022	12/31/2022
COUNTY EMPLOYEE SAFETY OFFICER			
Max Mendenhall	1 Year	1/1/2022	12/31/2022
CAPITAL INVESTMENTS DIRECTOR			
Max Mendenhall	1 Year	1/1/2022	12/31/2022
COUNTY ENGINEER			
Michael Goralski	1 Year	1/1/2022	12/31/2022

HIGHWAY DIRECTOR			
Nick Parr	1 Year	1/1/2022	12/31/2022

HUMAN RESOURCES DIRECTOR			
Megan Smith	1 Year	1/1/2022	12/31/2022

EMERGENCY MANAGEMENT AGENCY			
Mike Martin	1 Year	1/1/2022	12/31/2022

VETERAN SERVICE OFFICER			
Mike Spidel	1 Year	1/1/2022	12/31/2022

WEIGHTS AND MEASURES			
Mike Cunningham	1 Year	1/1/2022	12/31/2022

Commissioner Lawson moved to approve the staff appointments as presented. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

BOARD APPOINTMENTS	TERM	TERM BEGINS	TERM EXPIRES
ALCOHOLIC BEVERAGE BOARD			
Bill Sutton	1 Year	1/1/2022	12/31/2022

BOARD OF ZONING APPEALS			
B.C. Hensclen	4 Year	1/1/2022	12/31/2025

CAGI BOARD (COMMUNITY ACTION OF GREATER INDIANAPOLIS)			
Tom Santelli	3 Year	1/1/2022	12/31/2024

EMA AND LEPC BOARD			
Don Lawson	1 Year	1/1/2022	12/31/2022

REDEVELOPMENT COMMISSION			
Tom Lingafelter	1 Year	1/1/2022	12/31/2022
Mark Ransom	1 Year	1/1/2022	12/31/2022
Judi Hendrix	1 Year	1/1/2022	12/31/2022

THORNTOWN LIBRARY			
Linda Fahrenbach	4 Year	1/1/2022	12/31/2025
Amber Brown	4 Year	1/1/2022	12/31/2025

PTA/BOA			
Huck Lewis	1 Year	1/1/2022	12/31/2022

Commissioner Wolfe moved to approve board appointments as presented. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF SKILLPATH PROPOSAL FOR TRAINING

Megan Smith, Human Resources Director, presented the SkillPath proposal for on-site leadership training for elected officials, chief deputies, and department heads. County Attorney Bob Clutter commented that he had one minor revision to the contract.

Commissioner Lawson moved to approve the SkillPath proposal and contract, contingent upon the acceptance of the County Attorney's revision. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

IN THE MATTER OF ADA TRANSITION PLAN PROPOSAL

Max Mendenhall, Capital Investments Director, presented the DB Engineering proposal for the Boone County American with Disabilities Act ("ADA") Transition Plan. The total proposed fee to update the County's plan is \$49,750.00.

Commissioner Wolfe moved to approve DB Engineering proposal for the ADA Transition plan. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF PERFECTION GROUP PROPOSAL FOR ANNEX AIR HANDLING UNIT IN FRONT CONFERENCE ROOM

Max Mendenhall, Capital Investments Director, presented the Perfection Group Inc. proposal to install a split AHU system on the east wall of the small conference room at the Annex Building. The total proposed fee is \$19,030.00. County Attorney Bob Clutter had minor revisions to the agreement.

Commissioner Lawson moved to approve the Perfection Group Inc proposal, contingent to acceptance of the County Attorney's revisions. Max Mendenhall is also authorized to sign the agreement on behalf of the County. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

IN THE MATTER OF KING BUILDERS ESTIMATE FOR HIGHWAY POLE BARN

Max Mendenhall, Capital Investments Director, presented the King Builders estimate to tear down of existing and replacement the highway department pole barn. The total proposed quote is in the amount of \$58,000.00.

Commissioner Lawson moved to approve King Builders estimate for the pole barn. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

**IN THE MATTER OF CLARK TRUCK EQUIPMENT QUOTE FOR TWO V-PLOWS FOR THE
HIGHWAY DEPARTMENT**

Max Mendenhall, Capital Investments Director, presented the Clark Truck Equipment quote for two V-Plows for the Boone County Highway Department. The price for install is \$8,569.00 each / \$17,138.00 total.

Commissioner Lawson moved to approve Clark Truck Equipment quote for two V-Plows. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

IN THE MATTER OF ACCEPTANCE OF 2022 ANNUAL MATERIAL BIDS

Nick Parr, Highway Director, requested acceptance of the 2022 annual material bids.

Commissioner Wolfe moved to approve acceptance of all the 2022 annual material bids, except for fuel and diesel. Commissioner Lawson is authorized to review and lock in rates for fuel and diesel at a later date. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

**IN THE MATTER OF BRIDGE 217 BOONE COUNTY AGREEMENT WITH DUNCAN
ROBERTSON**

Nick Parr, Highway Director, presented the agreement with Duncan Robertson for Project 2019-17, the replacement of Bridge 217. This is a CCMG project being paid out of bond #3. The agreement has a not-to-exceed amount of \$1,260,697.00.

Commissioner Wolfe moved to approve the agreement with Duncan Robertson for Project 2019-17. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

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, Health Department Administrator presented:

- 1) An update on Covid-19. The health department received notification over the weekend of the first Omicron Variant reported in the state of Indiana. Studies have shown that the Omicron Variant is more infectious than the Delta Variant. Covid-19 booster vaccines are very important during this time to help provide protection against the Omicron. The number of positive cases continue to rise within the county and the state.

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

- 1) Construction in right of way permit (#202110073) for Boone REMC at 11550 E 550 N for a bore to install power to a new home. There is a \$5,000 blanket bond on file. The Boone County Highway Department recommends approval.

Commissioner Wolfe moved to approve the construction in right of way permit (#202110073) for Boone REMC. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

- 2) Construction in right of way permit (#202110074) for John Artman at CR 800 E 350 feet south of CR 275 N for the installation of drain tile. The Boone County Highway Department recommends approval. Commissioner Wolfe moved to approve the construction in right of way permit (#202110074) for John Artman. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

- 3) Construction in right of way permit (#202110075) for Electricom at CR 300 S to CR 700 W to CR 200 S to CR 600 W for overhead linear construction. This is to connect broadband to REMC sub stations. There is a \$30,000 blanket bond on file. The Boone County Highway Department recommends approval.

Commissioner Lawson moved to approve the construction in right of way permit (#202110075) for Electricom. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

- 4) Construction in right of way permit (#202110076) for Electricom at Middle Jamestown Road to CR 200 S for overhead linear construction. This is to connect broadband to REMC sub stations. There is a \$15,000 blanket bond on file. The Boone County Highway Department recommends approval. Commissioner Lawson moved to approve the construction in right of way permit (#202110076) for Electricom. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

- 5) Road closure permit (#202130014) for John Artman at CR 800 E between CR 200 N / CR 275 N for the drain tile replacement. The date is to be determined, but it will only be for one day. There will be minimal impact on traffic. He will coordinate with the Boone County Highway Department.

Commissioner Wolfe moved to approve the road closure permit (#202130014) for John Artman. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

- 6) USI's LPA on-call assignment authorization to proceed with amendment #1 for Bridge 148. The amendment does not change the total cost of the assignment but reduces Surveyor Coordination from \$10,000 to \$8,000 and increases right of way engineering modifications by \$2,000. Commissioner Wolfe moved to approve USI's authorization to proceed with amendment #1 for Bridge 148. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF DOCUMENT SIGNING

1) Claims Dockets – regular, prepays, 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 11:16AM on Monday, December 20, 2022. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.