

BOONE COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE MARCH 07, 2022 MEETING

The Boone County Board of Commissioners met in regular session at 9:00 AM on Monday, March 07, 2022 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
Lori Rapp	Interim Administrative Assistant

DETERMINATION OF QUORUM AND PLEDGE TO THE FLAG

Commissioner Wolfe 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 Santelli moved to approve the Minutes of February 22, 2022 Commissioners' Meeting as presented. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF ADOPTION OF EXECUTIVE SESSION MEMORANDUM FOR FEBRUARY 23, 2022

Commissioner Lawson moved to approve the Adoption of the Executive Session Memorandum for February 23, 2022. Motion seconded by Commissioner Santelli; motion passed unanimously 3-0.

MATTER OF LEGAL ISSUES

Attorney Bob Clutter presented the following items:

- 1) Maintenance bonds Heritage Section 5 storm sewer and sub-surface drains \$119,547 and erosion control \$12,480.13.

Commissioner Lawson moved to approve the maintenance bonds for Heritage Section 5. Motion seconded by Commissioner Santelli; motion passed unanimously 3-0.

- 2) Letter of Intent for Hare Auto to purchase a new 2022 Chevrolet 4500 2WD Cab and Chassis sign truck for Boone County Highway, Attorney Bob Clutter asks for ratification of the Letter of Intent for Hare Auto. This was a budgeted item.

Commissioner Santelli moved to ratify the Letter of Intent for Hare Auto. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF BID OPENING FOR PROJECT 2022-02 ASPHALT RESURFACING VARIOUS TOWNSHIPS

BIDDER	DATE/TIME	BASE BID	TOTAL BID
Milestone Contractors, L.P.	03/07/2022 at 8:04 AM	\$348,166.50	\$2,794,000.00
Grady Brothers, Inc	03/07/2022 at 8:07 AM	\$280,271.80	\$2,568,208.40
Calumet Civil Contractors, Inc.	03/07/2022 at 8:11 AM	\$287,000.00	\$2,750,000.00
Baumgartner & Co., Inc.	03/07/2022 at 8:17 AM	\$279,919.00	\$2,618,070.00
Midwest Paving	03/07/2022 at 8:23 AM	\$268,667.50	\$2,595,257.84

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

IN THE MATTER OF HEART OF LEBANON KEY BANK

Missy Krulik, Heart of Lebanon presented a request that she would like to put bollards covers over the bollards along SR 39 at the key Bank ATM parking lot. These would match the bollards placed on Meridian Street along the City parking lot. She would pay for the bollard covers in return she would like to be able to hang banners between the bollards to advertise Heart of Lebanon events, these banners would hang for approximately 30 days prior to event, the length of time the city ordinance allows.

Commissioner Wolfe suggested that the County create an MOU to have a standard procedure for advertising on County property. Attorney Bob Clutter will work with Missy Krulik, Heart of Lebanon on the MOU and this will be brought up at the next Commissioners meeting.

IN THE MATTER OF CIRCUIT COURT REQUEST TO MOVE JDAI COORDIANTOR'S OFFICE

Judge Lori Schein requested that JDAI Coordinator Denise Schoeff's office be moved from her current location on the third floor next to the hearing room and would like to move to an empty office on the fourth floor. Max Mendenhall, Director of Capital Investments will work with Denise Schoeff, JDAI Coordinator on any issues with the office before deciding.

IN THE MATTER OF RESOLUTION 2022-02 AUTHORIZING DISPOSAL OF CERTAIN COMPUTERS & IT EQUIPMENT

Sean Horan, IT, requested authorization of disposal of certain IT computers and equipment, this is their annual disposal of equipment. Easter Seals comes in and takes possession of the computers and equipment, they do a military grade wipe on the equipment and then donate to families with special needs children.

Commissioner Lawson moved to approve the authorization request for disposal of certain IT computers & equipment. Motion seconded by Commissioner Santelli; motion passed unanimously 3-0.

IN THE MATTER OF METRONET AGREEMENT FOR BUSINESS FIBER

Sean Horan, IT, presented an agreement with Metronet to increase the bandwidth at the Jail and Courthouse. Sean reached out to AT&T who is the County's current provider and the cost that was discussed last year has increased significantly this year. Sean looked into other options and determined it was more appropriate to add another circuit at the Jail through Metronet. All traffic that is not public safety related will be shifted to the new circuit, this should alleviate the bandwidth issues currently at the Jail.

Commissioner Santelli moved to approve the Metronet Agreement to increase the Bandwidth at the Boone County Jail. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

Commissioner Lawson moved to approve the Metronet Agreement to increase the Bandwidth at the Boone County Courthouse pending Attorney Bob Clutter's review and approval. Motion seconded by Commissioner Santelli; motion passed unanimously 3-0.

IN THE MATTER OF HOMELAND SECURITY SUB-GRANT AGREEMENT

Attorney Bob Clutter presented a Homeland Security Sub-Grant Agreement and stated this was a standard FEMA Sub-Grant Agreement for EMA not to exceed \$135,000 per year.

Commissioner Lawson moved to approve the Homeland Security Sub-Grant Agreement for EMA not to exceed \$135,00 per year. Motion seconded by Commissioner Santelli; motion passed unanimously 3-0.

IN THE MATTER OF DEPENDENT CARE FSA PLAN DOCUMENT & EMERGENCY CLOSING POLICY

Megan Smith, HR Director, presented the standard UMR dependent care FSA plan document.

Commissioner Santelli moved to approve the UMR dependent care FSA plan document. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

Megan Smith, HR Director, presented an Emergency Closing policy this policy states when County operations are required to close, authorized time off from scheduled work will be paid to all full-time employees. The Elected Official or Department Head may allow part-time employees to make up hours missed during a closure. In the event an employee has prescheduled a day off (Paid Time Off, etc.), the employee will not be charged PTO during the time of the closure. Employees who are authorized to work on a day when operations are officially closed will receive regular pay plus straight time pay for hours actually worked. Only hours worked during a closure will factor into overtime. In cases where a closing is not authorized, employees who fail to report for work will not be paid for the time off. However, employees may request available PTO to receive compensation for this period of absence.

IN THE MATTER OF CENTRAL PAVING PUG MIX AGREEMENT

Nick Parr, Director of Highways, presented a request of execution of the agreement with Central Paving. They will provide all necessary equipment and manpower to mix raw materials purchased by BCHD to make Pug Mix in the highway department's lot. The required work will take approximately 2 weeks to be completed with a rate of \$0.46 per gallon and a total fee not to exceed \$80,000.

Commissioner Santelli moved to approve the Central Paving Pug Mix Agreement. Motion seconded by Commissioner Lawson motion passed unanimously 3-0.

IN THE MATTER OF VS ENGINEERING LPA CONSULTING CONTRACT AMENDMENT #1 FOR BRIDGE INSPECTIONS

Nick Parr, Director of Highways, presented a request of execution of the VS Engineering LPA Consulting Contract Amendment #1 for Bridge Inspections. Recently INDOT made a change possibly due to guidance from Federal Highway with the way some of the bridges are weight rated. This contract is in the amount of \$37,260 bringing the new total to \$591,775.

Commissioner Santelli moved to approve the VS Engineering LPA Consulting Contract Amendment #1 for Bridge Inspections. Motion seconded by Commissioner Lawson motion passed unanimously 3-0.

IN THE MATTER OF USI AUTHORIZATION TO PROCEED FOR PERMITTING FOR SMALL STRUCTURE CE-032 REPLACEMENT

Nick Parr, Director of Highways, presented a request of execution of the ATP for small structure CE-032 permitting by USI. USI will secure 401/404 permits for the locally funded small structure CE-032 with a project fee not to exceed \$4,000.

Commissioner Lawson moved to approve the USI Authorization to Proceed for Permitting for Small Structure CE-032 Replacement. Motion seconded by Commissioner Santelli motion passed unanimously 3-0.

IN THE MATTER OF USI AUTHORIZATION TO PROCEED FOR UTILITY COORDINATION FOR SMALL STRUCTURE CE-032 REPLACEMENT

Nick Parr, Director of Highways, presented a request of execution of the ATP for small structure CE-032 utility coordination by USI. USI will provide all utility coordination for the small structure replacement with a project fee not to exceed \$6,100.

Commissioner Santelli moved to approve the USI Authorization to Proceed for Utility Coordination for Small Structure CE-032 Replacement. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

IN THE MATTER OF OLD BUSINESS

Commissioner Lawson stated that a member of the BZA term has ended. Kasey Copeland has applied to fill this position.

Commissioner Santelli moved to approve the appointment of Kasey Copeland to the BZA. Motion seconded by Commissioner Lawson; motioned passed 2-0-1. Commissioner Wolfe abstained from the vote.

Commissioner Santelli requested the use of the Courthouse Rotunda on Wednesday March 16, 2022 at 8:30 am so the Boone County Community Foundation can make a presentation regarding the Big-4 Trail.

Commissioner Santelli moved to approve the request for the Boone County Community Foundation to use the Courthouse Rotunda on Wednesday March 16, 2022 at 8:30 am for a presentation. 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

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

1) Construction in right-of-way permit (#202210008) for Boone REMC at 9395 E 400 S E to 975 E & 11130 E 200 S E to Hamilton Co Line for placement of poles/upgrading poles and line conductor. Blanket Bond amount of \$10,000. The Boone County Highway Department recommends approval.

Commissioner Santelli moved to approve the construction in right-of-way permit (#202210008). Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

2) Construction in right-of-way permit (#202210009) for Verizon Wireless at Saddletree Dr/Royal Run Blvd for placement of VZW pole w/4G antenna. Bond amount of \$15,000. The Boone County Highway Department recommends approval.

Commissioner Santelli moved to approve the construction in right-of-way permit (#202210009). Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.

3) Construction in right-of-way permit (#202210010) for Boone REMC at 2246 N 600 W to bore under Rd. to install wire. Blanket Bond amount of \$5,000. The Boone County Highway Department recommends approval.

Commissioner Lawson moved to approve the construction in right-of-way permit (#202210010). Motion seconded by Commissioner Santelli; motion passed unanimously 3-0.

Vickie Foster, Nursing & Vital Records Business Manager, presented the Health Departments annual report.

Dr. Servies, Boone County Health Officer, County and State numbers are doing well. Boone County was yellow last week. Five weeks ago, our cases per 100,000 were 1400 and last week they were 38. The positivity rate five weeks ago was about 34% and last week was 6.3%. June 30, 2022 the State plans to close all testing sites across the State.

IN THE MATTER OF DOCUMENT SIGNING

- 1) Attorney Bob Clutter presented a Key Requests form for Tony Bayles Investigator at the Boone County Prosecutor's office.

Commissioner Lawson moved to approve the key request. Motion seconded by Commissioner Santelli; motion passed unanimously 3-0.

- 2) Ratify an Affidavit of Payment for Lochmueller Group \$3,731.85 for Small Structure SC-015 culvert replacement on 900 N comes out of the 2014 COIT Bond.

Commissioner Lawson moved to ratify the Affidavit of Payment for Lochmueller Group. Motion seconded by Commissioner Santelli; motion passed unanimously 3-0.

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

Commissioner Lawson moved to approve the Budgetary Claims and Insurance presented from the Auditor's Office. Motion seconded by Commissioner Santelli; 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 Santelli moved to adjourn the Boone County Commissioners' Meeting at 09:58 AM on Monday, March 07, 2022. Motion seconded by Commissioner Lawson; motion passed unanimously 3-0.