

BOONE COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE MAY 1, 2023 MEETING

The Boone County Board of Commissioners met in regular session at 9:00 AM on Monday, May, 2023 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:

Donnie Lawson	Commissioner, President
Jeff Wolfe	Commissioner, Vice President
Tim Beyer	Commissioner
Bob Clutter	County Attorney
Kaylee Jessie	Executive Administrator

DETERMINATION OF QUORUM AND PLEDGE TO THE FLAG

Commissioner Lawson opened the meeting at 9:01 AM with a quorum of all three (3) Commissioners present and led the Pledge to the Flag in unison.

IN THE MATTER OF MINUTES

Minutes of the April 17 Commissioners' Meeting were tabled.

IN THE MATTER OF LEGAL ISSUES

No legal issues for today's meeting.

IN THE MATTER OF JDAI ADMINISTRATION AGREEMENT

Lauri Thompson, Director of Youth and Family Services / JDAI Coordinator, presented the JDAI Administration Agreement for Carol Hill to provide instruction to students. Carol is a probation officer and has all the necessary professional credentials to teach the Let's Talk: Runaway Prevention course. The agreement shall commence as of April 12, 2023 and end on June 30, 2023.

Commissioner Wolfe moved to approve the JDAI Administration Agreement for Carol Hill. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

IN THE MATTER OF BROADBAND AGREEMENT WITH SPECTRUM/CHARTER COMMUNICATIONS

Bob Clutter, County Attorney, presented the Broadband Agreement with Spectrum / Charter Communications for the broadband infrastructure buildout project. The County will fund a total payment of \$250,000.00 for the Broadband Project. Elizabeth James, Manager – State Government Affairs Indiana with Charter Communications, commented that the \$250,000 will be going towards the Charter Communications Next Level

Connections Round 3 Bid, which was successful. They have been working closely with Nick Parr on some permitting issues. Construction and design phases have been completed. They are ready to start activating homes. By October of this year, they will have right around 500 homes and business activated, primarily in Thorntown, Lebanon, and Sheridan region first. Next Level Connections for Level 4 are set to open later this month for Bid. Spectrum / Charter Communications will begin exploring other areas within Boone County.

Commissioner Beyer moved to approve the Broadband Agreement with Spectrum / Charter Communications. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

IN THE MATTER OF DIRECT ENERGY CONTRACT

Max Mendenhall, Director of Capital Investments, presented a renewal of the Direct Energy Contract for fixed pricing on natural gas supplied to the County properties.

Commissioner Wolfe moved to approve the Direct Energy Contract. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

IN THE MATTER OF ADDITIONAL CELL PHONE LINE REQUEST FOR HIG

Nick Parr, Director of Highways, presented the request to add an additional cell phone to the plan for the Boone County Highway Department.

Commissioner Wolfe moved to approve the additional cell phone request. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

IN THE MATTER OF BUTLER FAIRMAN & SEUFERT TASK ORDERS

Nick Parr, Director of Highways, presented the following Butler Fairman & Seufert (BF&S) task orders:

- 1) BF&S task order #32 for the construction inspection of Project 2021-12, replacement of small structure SC015 that will become Bridge #21. This agreement is for part-time construction supervision and documentation of the construction records for the Community Crossing Matching Grant (CCMG) project. The total not-to-exceed is \$36,500.
- 2) BF&S task order #33 for the construction inspection Project 2021-10, replacement of small structure WO016 that will become Bridge #593. The County was recently awarded Community Crossing Matching Grant (CCMG) funds that can cover 50% of the construction cost to replace the structure.

Commissioner Beyer moved to approve the Butler Fairman & Seufert (BF&S) task orders. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.

IN THE MATTER OF OLD BUSINESS

1) TIMECLOCK PLUS UPDATES

Mike Nielsen, Project Manager, presented the following TimeClock Plus (TCP) updates:

- **Scope of the project:**
 - **Phase 1 – COMPLETE** - complete the implementation of TCP for all county employees that are required.
 - **Phase 2 – Begins** - Phase 2 consists of the integration of TCP into CYMA for the automation of payroll.
- **Where are we?**
 - HR is working with each department head and elected official to make sure PTO bank is accurate for each employee.
 - We are working on accrual rates and special exceptions to those accrual rates when needed.
 - Curt is working on integration into CYMA and running tests for both Community Corrections and Extension Office since they will be our test departments for integration.
- **Training**
 - Training was completed and training manuals have been distributed by HR. We continue to work individually with offices that need any assistance.

2) BOONE COUNTY JUSTICE CENTER PROJECT UPDATES

Mike Nielsen, Project Manager, presented the following Boone County Justice Center Project updates:

- **Safety**
 - 32 Days without a recordable incident
 - Met with Lebanon Fire 4/24 to discuss Standpipes in all buildings. In discussions with Hagerman
 - Fire Watch was completed during main water line tap.
 - Risk management for site via the insurance companies. Limited access only to essential workers and operations to jail. First site visit on Wednesday May 10th.
- **Issues**
 - None currently
- **General**
 - Continue with our daily on-site meetings and then the OAC (Owner Architect Contractor) meeting once a week.
 - Last week was focused on demo of current admin facility and outside excavation.
 - Worked over night on 4/26 to install new waterline into current facility. Completed
- **Utilities**
 - Finalizing the water and sanitary sewer line agreements with Lebanon Utilities – Completed and pay for availability was hand delivered to Lebanon Utilities on 4/21/23 by Commissioner Wolfe.
 - Flushing and testing of new line falls under the City Utilities- this was completed and resulted passed so we were able to proceed with waterline installation.
- **Permitting**
 - Demolition Permit through the county APC was completed for demolition of current

- facility.
- Continue working on new construction permit before any foundation work starts through county APC.
 - Check issued this week for permitting fees of \$12,575.00.
 - Will wait for the Variance fee to see if we will need a variance for the parking spaces and Setback distance.
- A TAC meeting is scheduled for Wednesday at 1500 hours to discuss the variance.
- **Civil**
 - The drainage pipe(s) from the Swale into the creek was completed.
 - Will be working on seed and straw for swale as it is complete.
 - Max is working with Brian Daggy to place cover-crop on the south side of the swale.
 - Had to meet with the Surveyor on 4/27 to discuss an old drainage tile that was dug up. Surveyor approved plan to move forward.
- **IT related Items**
 - Comcast was installed and cut over this week.
 - AT&T was postponed due to the new AT&T 100 cable being installed. Waiting on equipment delivery.
 - MetroNet is being scheduled.

IN THE MATTER OF STAFF REPORTS

- APC – Stephen Elkins
- Capital Investments / Facilities – Max Mendenhall
- Health Department – Lisa Younts / Abby Messenger
- Highway Department – Nick Parr
- Human Resources – Megan Smith
- IT Support – GUTS
- Other Elected Officials

Stephen Elkins, Director of Area Plan Commission presented the following items:

- 1) There will be a public meeting on May 15th at 6 PM to discuss the potential overlays for the interstate and highway corridors. The meeting will be held at Western Boone Jr/Sr High School Auditorium. Mailers are forthcoming that will include a map of the proposed overlays and being sent to property owners.

Dr. Herschell Servies, Health Officer presented the following items:

- 1) Senate Bill 4 passed, which means the health departments in the state of Indiana will receive additional funding for core public health services.

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

- 1) Construction in right-of-way permit (#202310039) for Sunrise Telecom/Charter at 560 E 600 S for the installation of 120V single phase power supply (tap pit). The Boone County Highway Department recommends approval and a \$5,000 Bond.

Commissioner Wolfe moved to approve the construction in right-of-way permit (#202310039) for Sunrise Telecom/Charter. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

- 2) Construction in right-of-way permit (#202310040) for Sunrise Telecom/Charter at the intersection of CR 500 S and CR 200 E for the installation of UG Duct with fiber optic cable – bore requested. The Boone County Highway Department recommends approval and a \$15,000 Bond.
Commissioner Beyer moved to approve the construction in right-of-way permit (#202310040) for Sunrise Telecom/Charter. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.
- 3) Construction in right-of-way permit (#202310041) for Sunrise Telecom/Charter at CR 100 W between CR 650 S and CR 750 S for the installation of UG Duct with fiber optic cable – bore requested. The Boone County Highway Department recommends approval and a \$35,000 Bond.
Commissioner Wolfe moved to approve the construction in right-of-way permit (#202310041) for Sunrise Telecom/Charter. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.
- 4) Construction in right-of-way permit (#202310042) for Sunrise Telecom/Charter at CR 600 S between CR 50 E and CR 200 E for the installation of UG Duct with fiber optic cable – bore requested. The Boone County Highway Department recommends approval and a \$25,000 Bond.
Commissioner Wolfe moved to approve the construction in right-of-way permit (#202310042) for Sunrise Telecom/Charter. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.
- 5) Construction in right-of-way permit (#202310043) for Sunrise Telecom/Charter at CR 500 S between CR 100 E and CR 200 E for the installation of UG Duct with fiber optic cable – bore requested. The Boone County Highway Department recommends approval and a \$20,000 Bond.
Commissioner Wolfe moved to approve the construction in right-of-way permit (#202310043) for Sunrise Telecom/Charter. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.
- 6) Construction in right-of-way permit (#202310044) for Sunrise Telecom/Charter at CR 400 S between CR 50 E and CR 100 E for the installation of UG Duct with fiber optic cable – bore requested. The Boone County Highway Department recommends approval and a \$25,000 Bond.
Commissioner Wolfe moved to approve the construction in right-of-way permit (#202310044) for Sunrise Telecom/Charter. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.
- 7) Construction in right-of-way permit (#202310045) for Hoosier Land Services, LLC at 6440 Sycamore Court in Zionsville to bore a septic line under the roadway for connection to new city sewer. The Boone County Highway Department recommends approval and a \$5,000 Bond.
Commissioner Beyer moved to approve the construction in right-of-way permit (#202310045) for Hoosier Land Services, LLC. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.
- 8) Duncan Robertson Inc. construction agreement for Project 2021-12, new Bridge #21 replacing SC015. The total not-to-exceed is \$917,517. This project was recently awarded Community Crossing Match Grant (CCMG) funds. Duncan Robertson Inc. was the lower bidder when bids were open at the April 17th meeting. This will also be supplemented with ARP funds.
Commissioner Beyer moved to approve the Duncan Robertson Inc. construction agreement for Project 2021-12. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.
- 9) CivilCon Quote for various metal culverts needed to restock the Boone County Highway Department's inventory. The quote is based on the 2023 annual material bids and the total amount is \$17,795.70.
Commissioner Wolfe moved to approve CivilCon Quote. Motion seconded by Commissioner Beyer; motion passed unanimously 3-0.

- 10) Work in the right-of-way permits for the proposed off-site road improvements for the Lilly project are expected to be submitted for consideration at the May 15th meeting. The Boone County Highway Department has not seen any additional plans since the workshop last month. Commissioner Beyer commented there are many contractors – bridge, road, signal, etc.- that work in Boone County regularly. He would personally like to see a public bid, whether that's through IEDC or the County, for these services.
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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 Beyer; 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.

IN THE MATTER OF ADJOURNMENT

With no further business, Commissioner Beyer moved to adjourn the Boone County Commissioners' Meeting at 9:30 AM on Monday, May 1, 2023. Motion seconded by Commissioner Wolfe; motion passed unanimously 3-0.