

COMMISSIONERS' MEETING

January 22, 2024

The Bartholomew County Commissioners met on January 22, 2024, in the Commissioners Chambers of the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Larry S. Kleinhenz, Carl Lienhoop, Tony London, County Administrator Tina Douglas, Assistant County Administrator Brooke Bowers, and Auditor Pia O'Connor were in attendance.

Commissioner Kleinhenz opened the meeting.

Commissioner Lienhoop gave the invocation and led the Pledge of Allegiance.

The next item was the Approval of Minutes of January 8, 2024. **Commissioner Lienhoop motioned to approve the January 8, 2024 Minutes, as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was the Approval of Payroll. **Commissioner London motioned to approve Payroll as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the weekly permits report as read by Commissioner Kleinhenz:

<u>Time Frame</u>	<u>New Permits</u>	<u>Fees</u>	<u>Value</u>
1/8/2024 to 1/12/2024	18	\$4,177	\$1,692,963
1/15/2024 to 1/19/2024	14	\$1,697	\$179,530

The next item was the Highway Weekly Crew Report for the past two weeks, as presented by Highway Engineer Danny Hollander as follows: worked on the new brine maker; trimmed trees on 550 N; sprayed 16,850 gallons of brine; plowed and salted roads using 785 tons of salt. Commissioner Kleinhenz asked if the driver of the snow plow truck that slid off the road and was totaled was still doing well. Engineer Hollander confirmed he was.

The next item was the Ratification of Expenditures for the Highway Department, presented by Engineer Hollander shown below:

SealMaster (Indianapolis, IN) - \$32,400.00

- *Product for Heated Hose Machine – Machine is Free. Used for crack-sealing of roads.*

Another quote was obtained but it did not include all the necessary items and SealMaster had the better deal.

Commissioner Lienhoop motioned to ratify the expenditure as presented. Commissioner London seconded the motion, which passed unanimously.

Great Lakes Chloride, Inc. (Warsaw, IN) - \$5,490.00

- *Calcium Chloride to mix with salt brine – No other vendor sells this product. Beet juice has been used previously but trying this alternative to see if it can compete with lower freezing temperatures better.*

Commissioner London motioned to ratify the expenditure as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.

The next item was the consideration of a Grant Application for the Highway Department, presented by Engineer Hollander. The grant request is for the Tannehill Bridge Replacement (Bridge #149 over Driftwood River) through the Indiana Department of Transportation (INDOT). The grant period dates are April 2024 to December 2030 and the construction and design costs total \$7,312,000. Federal Grant Monies will cover the cost except for the County match of \$1,828,000, or 25%, and the County match will be paid out of the Cumulative Bridge Fund. Commissioner London asked if the cost was based on current pricing or includes cost variation for future inflation. Engineer Hollander answered that the cost is calculated for future price increases. Commissioner Kleinhenz asked if the county-matched amount would need to be set aside until completion of the project and Engineer Hollander stated no, that the project would be paid for in parts versus all at once. **Commissioner Lienhoop motioned to approve the grant application as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was the Consideration of Notice to Bidders for Three (3) 2023-2024 Tandem Axle Dump Trucks for the Highway Department presented by Engineer Hollander. The bids will be advertised on Wednesday, January 24, 2024, and Wednesday, January 31, 2024. The bids will be opened on Monday, February 12, 2024. **Commissioner Kleinhenz motioned to approve the Notice to Bidders as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was the Consideration of Notice to Bidders for Three (3) 2023-2024 Body Snow Plow and Equipment for the Highway Department presented by Engineer Hollander. The bids will be advertised on Wednesday, January 24, 2024, and Wednesday, January 31, 2024. The bids will be opened on Monday, February 12, 2024. **Commissioner Kleinhenz motioned to approve the Notice to Bidders as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was the consideration of a Grant Application for the Youth Services Center, presented by Director Mariah Lucas-George. The grant request is utilized to fund the Day Treatment

Coordinator Position. The Day Treatment Coordinator supervises the Day Treatment, Reporting, and Day Reporting-Independent Living Program through the Indiana Department of Correction (IDOC) through their Juvenile Community Corrections (JCC) Grant. The grant is reimbursable with no county match for Personnel Funding for a total of \$63,631.00. The grant period dates are July 1, 2024, through June 30, 2025, and the grant covers salary and expenses (taxes, benefits, etc.)

Commissioner Lienhoop motioned to approve the grant application as presented.

Commissioner London seconded the motion, which passed unanimously.

The next item was the Ratification of an Expenditure for the Maintenance Department which was presented by Maintenance Supervisor, Rick Trimpe, and is shown below:

MacAllister Rentals (Columbus, IN) - \$8,394.25

- *Four (4) week rental of a lift from 12/14/23 to 1/11/24 paid for out of ARP Funds – used at the Courthouse to help reach the 4th floor to remove storage.*

Commissioner London motioned to ratify the expenditure as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.

The next item was the ratification of Change Order No.2 with Harrell-Fish presented by Maintenance Supervisor, Rick Trimpe. The previous Change Order No.1 was for adding controls to three (3) VAV Boxes on the 2nd floor and was approved at the May 22, 2023 commissioners' meeting. The original agreement was signed on May 9, 2022, and paid out of ARP Funds. This Change Order is for the Bartholomew County Jail Mechanical Upgrade, and changes the amount to \$6,071.71 for the work outlined below:

- *Electrical work as required to repair conduit for ACCU-1 and ACCU-2*
- *Relocate the sprinkler head at AHU-2*

New Grand Total: \$1,994,360.33

Commissioner London motioned to ratify Change Order No. 2 as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.

The next item was the consideration of a Renewal Agreement with Advanced Correctional Healthcare for the Bartholomew County Jail, presented by Jail Division Commander, Captain Justin Arnholt. The agreement is for the provision of health care to incarcerated patients and the renewal would become effective February 1, 2024, through January 31, 2025. The renewal agreement includes a 3.78% increase due to wages, Medical Malpractice and Civil Rights insurance with the Jail responsible for payment. The 2023 annual price was \$426,599.00 and the new 2024 annual price will

be \$438,059.24 with the new per diem at \$0.52. Previously, an amendment increasing mental health hours provided from eight (8) hours to forty (40) hours was signed on April 11, 2022. The original agreement was signed on 12/16/2013 by the County and in February 2014 by Advanced Correctional Healthcare. **Commissioner London motioned to approve the Renewal Agreement as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the Consideration of Notice to Bidders for the Provision and Operation of Correctional Food Services at the Bartholomew County Jail, presented by Major Brandon Slate of the Operations Division. Major Slate stated the reason they are looking to outsource the Jail's food services is due to staffing issues as well as food costs increasing. They are hoping with the right vendor, the food costs will lower and staffing will no longer be a concern. The bid will be advertised on Wednesday, January 24, 2024, and Wednesday, January 31, 2024. A pre-bid meeting will be held on Thursday, February 1, 2024, at 9:00 AM at the Bartholomew County Jail. The bids will open on Monday, February 12, 2024. At a minimum, bid scope should include:

- *Compliance with federal and state standards of nutrition and sanitation.*
- *Management of service, complete with staff, food, chemical, and paper supplies*
- *Daily meals: Two (2) hot and one (1) cold for an average daily population of 240 inmates and an additional average daily population of 35 residents on work release.*
- *Accommodations for special diets and convenience meals when needed*

Complete specifications may be obtained from the Bartholomew County Sheriff's Office.

Audience Member, Sandra Bush, asked if the three (3) current staff members in the kitchen would be retained should a food service contractor be obtained with Major Slate stating the county employees would become contract employees through the company. **Commissioner Lienhoop motioned to approve the Notice to Bidders as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was the proposal of Cloud Based Training Management Solution through Power DMS presented by, Major Brandon Slate. The criminal justice software company, Neogov, offers PowerDMS, a cloud-based online training management solution. The solutions they provide will assist in certificate tracking by setting automatic reminders for employees to renew their mandatory certifications and training courses as well as tracking the training completion for all new hires for jail and road employees. This is especially helpful since records have to be kept for many years and they are currently using a Word document. The Columbus City Police Department has been

using this service for several years. The cost of the training management services will be paid with jail funds and is outlined below:

▪ <i>PowerFTO Setup</i>	<i>\$2,450.00</i>
▪ <i>PowerFTO Subscription - One (1) year</i>	<i>\$4,500.00</i>
<i>Total:</i>	<i>\$6,950.00</i>

Commissioner Lienhoop motioned to approve the proposal as presented. Commissioner London seconded the motion, which passed unanimously.

The next item was the Ratification of Sheriff Vehicles Purchase, presented by Major Brandon Slate. A proposal was made at the January 8, 2024 commissioner's meeting for the purchase of five (5) 2024 or newer Chevrolet Tahoe PPV (Police Pursuit Vehicle) or SSV (Special Service Vehicle) with a 5.3 L. V8, 4WD, and 10-speed automatic transmission in white color. The vehicles must have 4-wheel drive or all-wheel drive and are intended for use by the Sheriff's Department. Bids were received and opened on January 8, 2024, and only one bidder, Country Chevrolet, submitted a proposal. The Sheriff's Department had to proceed with the order due to time constraints on receiving vehicles. An award letter was signed on January 8, 2024. Commissioner London expressed concern about the process of purchasing Sheriff vehicles, which has significantly changed in the last few years. He asked Major Slate if he had any insight into why it has become more difficult to obtain the necessary vehicles. Major Slate responded that before COVID, the required vehicles could be purchased on the lot or quickly ordered. However, now they have to be ordered before the vehicles are even assembled. He also mentioned that the only reason he was able to place this order was because the dealer opened a 24-hour window to order, and the commissioners opened the proposal at the January 8th meeting. Otherwise, they would not have received any vehicles until the summer of 2025. Commissioner London asked Major Slate about the expected timeframe for receiving the ordered vehicles, and he stated that they anticipate receiving them by mid-summer. The pricing for the Sheriff vehicle purchase is outlined below:

Country Chevrolet (North Vernon, IN)

- *Five (5) 2024 Chevrolet Tahoe 4X4 Police Pursuit Vehicles @ \$50,700.00 ea.*

Total: \$253,500.00.

Commissioner Lienhoop motioned to approve the ratification as presented. Commissioner London seconded the motion, which passed unanimously.

The next item was the consideration of Contractor agreements with the Recorder's Office, presented by Recorder Tami Hines. Both contracts are paid out of the Perpetuation Fund and are outlined below:

- Contractor Agreement for one (1) year on behalf of the Recorder's Office with Anita Hole for their continued work in the conversion process of scanning and indexing of microfilm documents from the years 1822-1950. The consultant will be paid an hourly rate of \$30.00, an \$8.00 increase from 2023. The consultant will receive no benefits and will be responsible for their taxes. The Recorder will pay the consultant from the Recorder's Perpetuation Fund. Either party can terminate with a thirty (30) day written notice.
- Contractor Agreement for one (1) year on behalf of the Recorder's Office with Pam Cain for their continued work in the conversion process of scanning and indexing of microfilm documents from the years 1822-1950. The consultant will be paid an hourly rate of \$30.00, an \$8.00 increase from 2023. The consultant will receive no benefits and will be responsible for their taxes. The Recorder will pay the consultant from the Recorder's Perpetuation Fund. Either party can terminate with a thirty (30) day written notice.

Commissioner London motioned to approve the Contractor Agreements as presented.

Commissioner Lienhoop seconded the motion, which passed unanimously.

The next item was the consideration of the CSI Annual Maintenance Agreement for the Recorder's Office, presented by Recorder Tami Hines. Recorder Hines noted that this year's agreement is \$10,000 more than last year's due to the high amount of documents being saved to the system for the first time. The cost will be paid out of the Perpetuation Fund and is shown below:

- *2024 Software Maintenance - \$21,381.25*
- *Annual Imaging Services Agreement, Software, & Hardware- \$23,104.95*
- *Disaster Recovery Service Agreement - \$1,452.00*

Total for all CSI Annual Agreements - \$45,938.20

Commissioner London motioned to approve the Agreements as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.

The next item was the consideration of a Contractor Agreement for the Public Health Department, presented by Director Amanda Organist. The Contractor Agreement is for Andrea Valentine, NP to assist Dr. Niedbalski in the Tuberculosis Program with her assistance as needed at fifty dollars (\$50.00) per hour and paid out of the Contractor Fees Line Item in the Health First

Funding. **Commissioner Lienhoop motioned to approve the Contractor Agreement as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was the Proposal Agreement with Bridge FM (Good Shepherd Radio, Inc.) from the Public Health Department, presented by Director Amanda Organist. The agreement is for Awareness Moments for Health Department commercials and promotions. The Health Department has used Bridge FM for several years, however, this is the first time it has had to be approved by the commissioners due to the cost. The cost is \$5,000.00 and is paid out of the Immunization Grant Fund.

Commissioner Lienhoop motioned to approve the Contractor Agreement as presented.

Commissioner London seconded the motion, which passed unanimously.

The next item was the consideration of the EPICCARE Link Facility Access Agreement between Columbus Regional Hospital and Bartholomew County Public Health Department, presented by Director Amanda Organist. This annual renewal agreement with Columbus Regional Hospital provides authorized users with remote access to the hospital's electronic health records for nurses to access medical records for communicable disease investigations. No funds are exchanged in this agreement. **Commissioner London motioned to approve the Agreement as presented.**

Commissioner Kleinhenz seconded the motion, which passed unanimously.

The next item was the consideration of an Amendment to the Pharmacy Services Agreement with TrueRX presented by Commissioner London. The original Pharmacy Services Agreement between TrueRX and Bartholomew County Government Employee Benefit Trust was signed on September 1, 2023. This amendment states that TrueRX will now utilize a program called "True Advocate," which includes an "International Sourcing" program allowing TrueRX to obtain high-cost drugs from international sources at a cheaper cost for the county plan. This amendment is effective from January 1, 2024. **Commissioner London motioned to approve the Amendment as presented.**

Commissioner Lienhoop seconded the motion, which passed unanimously.

The next item was the Presentation of the American Rescue Plan (ARP) Report as presented by Auditor Pia O'Connor as follows:

4th Quarter Total Expenses: \$350,729

- *HVAC Project at the Jail: \$210,569*
- *GOB Elevator Replacement: \$7,142*
- *Vaccine Clinics: \$8,743*
- *HVAC Project at the Courthouse: \$111,186*

Grand Total Expenditure To-Date: \$8,578,551

Auditor O'Connor listed several large projects that will be completed by the end of 2024 including the County-Wide Broadband Project. Commissioner London mentioned that, as of December 2023, the first rural home was equipped with broadband. By January, 160 homes had access, and by the end of the year, 8,000-10,000 rural homes will be connected. Auditor O'Connor said the report will be submitted to the Department of Treasury today upon approval. **Commissioner Lienhoop motioned to accept the ARP Report as presented. Commissioner London seconded the motion, which passed unanimously.**

There being no other business, the meeting was adjourned.

BARTHOLOMEW COUNTY
COMMISSIONERS


LARRY S. KLEINHENZ, CHAIRMAN


TONY LONDON, MEMBER


CARL H. LIENHOOP, MEMBER

ATTEST:



PIA O'CONNOR, AUDITOR