

## COMMISSIONERS' MEETING

**March 25, 2024**

The Bartholomew County Commissioners met on March 25, 2024, in the Commissioners Chambers of the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Larry S. Kleinhenz, Carl H. 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 Kleinhenz gave the invocation and led the Pledge of Allegiance.

The next item was the Approval of Minutes for March 18, 2024. **Commissioner Lienhoop motioned to approve the March 18, 2024 Minutes, as presented. Commissioner London seconded the motion, which passed unanimously.**

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

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

<u><i>Time Frame</i></u>	<u><i>New Permits</i></u>	<u><i>Fees</i></u>	<u><i>Value</i></u>
<i>3/18/24 to 3/22/24</i>	<i>39</i>	<i>\$7,547</i>	<i>\$3,492,227*</i>

*\* Several Arbor Homes in Abbey Place*

The next item was the Highway Weekly Crew Report, presented by Highway Engineer, Danny Hollander, as follows: dura patched & hot boxed potholes; picked up trash; crack sealed 300N & Bonnell Rd; put up signs; used the new vacuum truck on Hackberry Drive; continued CDL training of some drivers.

The next item was the Consideration of Notice to Bidders for Hot Mix, Cold Mix and Liquid Asphalt – Annual Spring Bids as presented by Engineer Hollander as follows:

- *Item #1 – Hot Mix Bituminous paving materials*
- *Item #2 – Cold Mix Bituminous paving & patching materials*
- *Items #3 – Liquid Asphalt*
- *Advertised: Wednesday, March 27, 2024 & Wednesday, April 3, 2024*
- *Bids Opened: Monday, April 15, 2024*

**Commissioner Kleinhenz motioned to approve the bids for publication by the Highway as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the Consideration of Notice to Bidders for the 2024 Road Overlay Program as presented by County Engineer Hollander as follows:

- *Notice to Bidders for the Highway Department 2024 Road Overlay Program through the Community Crossing Grant of \$3,000,000*
- *Advertised: Wednesday, March 27, 2024 & Wednesday, April 3, 2024*
- *Bids Opened: Monday, April 15, 2024*
- *Total Miles Bid: 25.97 almost 26 miles*
- *Estimated Cost: \$3,000,001.66*

Commissioner London noted that they did increase the amount to \$1,500,000 matching from \$1,000,000. Commissioner Lienhoop noted that the Commissioners had reviewed the highway list to complete and there are a lot of short streets on it. Engineer Hollander stated they would normally have 2 bid process and split the long versus short roads but as they are doing only 1 bid, they included them as well. **Commissioner London motioned to approve the 2024 Road Overlay Program bids for publication as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the decision on one 2024-2025 Body Snow Plow & Equipment and two 2024-2025 Body Snow Equipment as presented by Engineer Hollander as follows:

- *Viking-Cives (Merrillville, IN): \$413,004.18*
- *Reading Truck (Indianapolis, IN): \$325,395.00*

**Commissioner Lienhoop motioned to accept the low bid of \$325,395 with Reading Truck of Indianapolis as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was the consideration of an Agreement with E&B Paving, LLC for Bridge #111 as presented by Engineer Hollander as follows:

- *Agreement with E&B Paving, LLC (Clarksville, IN) for the Rehabilitation of Bridge #111 on Gladstone Avenue over Clifty Creek*
- *Bid Awarded: March 18, 2024*
- *Bid Amount: \$673,750.00*

**Commissioner Lienhoop motioned to accept the Agreement with E&B Paving, LLC in the amount of \$673,750 as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was the February 2024 Monthly Crew and Financial Reports for the County Highway as presented by Engineer Hollander. **Commissioner London motioned to accept the February 2024 Monthly Crew & Financial Reports as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the Consideration of a VOCA Grant Application for the Prosecutor's Office as presented by Victim/Witness Coordinator Shannon Carder as follows:

- *Grant request is for the VOCA (Victims of Crime Act) Grant through the Indiana Criminal Justice Institute (ICJI) at the State Level and they will receive funds from the Office for Victims of Crime (OVC), Office of Justice Programs (OJP), and the U.S. Department of Justice (DOJ) at the Federal Level*
- *The Grant is to help the Prosecutor's Office provide services to assist victims of crime to understand and participate in the criminal justice system*
- *For Personnel, Benefits, training & travel*
- *Reimbursable Grant (County spends and is reimbursed)*
- *Grant Period Dates: 10/1/2024 to 9/30/2026*
- *38<sup>th</sup> Year for this Grant*
- *Amount requested for 2 years: \$594,665.58*
- *County match amount: \$118,921.39*
- *County match to be paid out of County General Funds*

**Commissioner London motioned to sign the VOCA Grant Application through the Prosecutor's Office as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the Consideration of a STOP Grant Application for the Prosecutor's Office as presented by Rachel Morris Clark, Victim Assistance Coordinator as follows:

- *Grant request is for STOP (Services, Training, Officers, and Prosecutors) Grant through the Indiana Criminal Justice Institute (ICJI) funded by the Federal VAWA (Violence Against Women Act) 9i Funds*

- *The Grant is to help the Prosecutor's Office provide funding for the Investigator/Translator program. The program serves victim's and prosecutors.*
- *Limited to domestic violence victims*
- *Reimbursable Grant (County spends and is reimbursed)*
- *Grant period dates: 10/1/2024 to 9/30/2025*
- *Amount requested: \$59,843.17*
- *County match amount: \$19,948.00*
- *The County does not actually "pay" the match amounts to the Indiana Criminal Justice Institute (ICJI), but instead submits documentation that the match employees have been paid as they support and do "STOP" program work*

**Commissioner Lienhoop motioned to sign the STOP Grant Application through the Prosecutor's Office as presented. Commissioner London seconded the motion, which passed unanimously.**

Commissioner Lienhoop stated that they had moved Judge Benjamin's Court and the Magistrate's Court to Court Services to free up the 2<sup>nd</sup> floor of the Courthouse for replacement of the HVAC Loop system. This will be a 15-month project before it is completed. The cold water pipes sweat during the summer and after 30 years are now experiencing leaks. The Courthouse was not designed for HVAC systems when it was built in the 1800's.

The next item was the First Reading – Consideration of an Ordinance Amending Ordinance No. 2013-05 Adopting a Personnel Policy for Bartholomew County as follows:

*Ordinance 2024-03 Amending the Personnel Policy Due to the new LOW Timekeeping System*

1. *To remove the presently exiting pages (21), (23), (24), and (25) from the Bartholomew County Personnel Policy Handbook which became effective on November 1, 2013 and replace with the newly updated and amended pages (21), (23), (24), and (25) through this amended Ordinance, a copy of which is attached hereto as Exhibit "A".*

#### *Chapter 3 – Salary Administration*

*Section 3.11 Timesheets – Timekeeping System Personnel Policy Handbook page 21 – All Employees*

1. *Section 3.11 Timesheets – Timekeeping System - Due to new LOW Timekeeping System Software, all employees shall now clock in and out each day, either by*

*computer, time clock or through cell phone app. Paper timesheets will become obsolete.*

*Section 3.15.2 Overtime for Sheriff Merit Deputies, Jail Officers and Emergency Operations Center Dispatcher – Personnel Policy Handbook pages (23 & 24)*

- 2. Section 3.15.2 (C) Non-exempt Emergency Operations Center Dispatchers are scheduled on a twenty-eight (28) day work period under the FLSA 7(k) exemption. The work period for Emergency Operations Center Dispatchers shall be one hundred and sixty (160) hours within twenty-eight (28) days*

*When Emergency Operations Center Dispatchers are required to work more than one hundred and sixty (160) hours during the established twenty-eight (28) day work period, they shall be entitled to overtime compensation at one and one-half (1 ½) times their regular rate of pay for time actually worked in excess of one hundred and sixty (160) hours.*

- 3. The Effective date of this Ordinance once passed shall be April 1, 2024.*
- 4. All other portions of the Bartholomew County Personnel Policy adopted through Ordinance No. 2013-05 shall remain unchanged.*

Auditor Pia O'Connor stated that this new system will eliminate paper timesheets. It will allow employees to clock in via a time clock, computer or mobile device. Commissioner London stated that they had found a discrepancy with the Overtime Policy for the EOC Dispatchers and this will correct that issue. Commissioner Kleinhenz opened the meeting for public comment. Hearing none, the public comment section was closed. **Commissioner London motioned to Accept on First Reading Ordinance 2024-03 Amending the Personnel Policy for Bartholomew County as presented. Commissioner Kleinhenz seconded the motion, which passed unanimously.**

The next item was the Ratification of an Expenditure for the Commissioners' Office as follows:

- *Paid out of Telecommunications fund – ran through October 30, 2023 meeting*
- *The wrong frequency (700/800 MHz – Sheriff's Dept) was quoted on October 30, 2023 for 2 portable radios for the Animal Control Department*
- *Quote should have been for 2 Kenwood NX-5200K2 radios with equipment (136-174 MHz)*

- *New quote listed below which is a cost savings of \$1,219.80*
  - *Electronic Communications Systems, Inc. (Bloomington, IN)*
    - *2 Portable Radios (Kenwood NX-5200K2) @ \$1,151.41 ea. \$2,322.90*
    - *2 Speaker Microphones @ \$126.64 ea. \$ 253.28*
    - *New Grand Total \$2,576.18*
- *Old quote:*
  - *Electronic Communications Systems, Inc. (Bloomington, IN)*
    - *2 Portable Radios (Kenwood Viking) @ \$1,649.60 ea. \$3,299.20*
    - *2 Kenwood Battery Upgrade @ \$44.00 ea. \$ 88.00*
    - *2 Kenwood Rapid Rate Single Unit Charger @ \$77.84 ea. \$ 155.68*
    - *2 Speaker Microphones @ \$126.64 ea. \$ 253.28*
    - *Old Grand Total \$3,796.16*
  - *ERS Wireless – OCI Motorola Solutions*
    - *2 Portable (Motorola) R7 Radios @ \$1,225.00 ea. \$2,450.00*
    - *2 Stubby Antenna (included in price above)*
    - *2 XPR5580 Configured for Carr Hill Sys @ \$1,100 ea. \$2,200.00*
    - *2 Heavy Duty Pal Mics @ \$40.00 ea. \$ 80.00*
    - *2 Antenna Kit for Carr Hill low profile @ \$60.00 ea. \$ 120.00*
    - *4 Programming @ \$40.00 ea. \$ 160.00*
    - *2 Installation @ \$220.00 ea. \$ 440.00*
    - *Shipping & Handling \$ 97.00*
    - *Grant Total \$5,547.00*

County Administrator Tina Douglas noted that the original quote in October of 2023 was for the incorrect radios. **Commissioner Kleinhenz motioned to Ratify the changes to the Quote for Radios & Equipment for the Animal Control Department of October 30, 2023 as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was a Proposal for the Courthouse Flower Beds as follows:

- *Mudlarks Garden Club*
- *Coming up on their 55<sup>th</sup> Year of Planning, Planting and Maintaining the Gardens at the Courthouse*



- *Mudlarks propose the below coat for this year (2024)*
  - *Perennials/Shrubs & Annuals in the Courthouse Flower Beds/Gardens*      \$1,500

Commissioner Lienhoop explained this item. **Commissioner Lienhoop motioned to Accept the Quote from the Mudlarks for \$1,500 for the flower beds and gardens at the Courthouse as presented. Commissioner London seconded the motion, which passed unanimously.**

Tanya Harden, Director of Adult Protective Services, Unit 11, stated that the Prosecutor's Office had an additional item that needed to be approved in today's meeting. She apologized that the information was not given to the Commissioners' Office prior. The Grant Agreement is between the Family and Social Services Administration Division of Aging (FSSA) through the Bartholomew County Prosecutor's Office, and the Board of County Commissioners. This Grant Agreement award is based upon the approved application submitted by the Indiana Family and Social Services Administration (FSSA) to the United States' Department of Health and Human Services (HHS). The amount of \$17,532.67 has been awarded to the Bartholomew County Adult Protective Services Unit through the Prosecutor's Office in a one-time funding for purposes consistent with the Elder Justice Act and the American Rescue Plan Act of 2021. This is a 1-year agreement and has a liquidation deadline of November 29, 2024. **Commissioner London motioned to Accept the Grant as presented. Commissioner Lienhoop seconded the motion which passed unanimously.**

The next item was the Animal Control February Monthly Report as prepared by Director Dean Satterfield and presented by Commissioner London as follows:

#### **February Monthly Report**

<i><b>Action</b></i>	<i><b>Dogs</b></i>	<i><b>Cats</b></i>	<i><b>Other</b></i>	<i><b>Total</b></i>
<i>Picked Up</i>	<i>11</i>	<i>11</i>	<i>0</i>	<i>22</i>
<i>Audits</i>	<i>191</i>	<i>0</i>	<i>0</i>	<i>191</i>
<i>Violations</i>	<i>5</i>	<i>0</i>	<i>0</i>	<i>5</i>
<i>Fines</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>1</i>
<i>Bite Cases</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>2</i>
<i>Door Hangers</i>	<i>10</i>	<i>0</i>	<i>0</i>	<i>10</i>
<i>Animals Reclaimed</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Traps Loaned</i>	<i>1</i>	<i>4</i>	<i>0</i>	<i>5</i>
<i><b>Total Cases</b></i>	<i><b>94</b></i>	<i><b>21</b></i>	<i><b>10</b></i>	<i><b>125</b></i>
<i>Mileage for the month</i>	<i>Van 1 =</i>	<i>2,386</i>	<i>Van 2 =</i>	<i>2,750</i>

Commissioner London stated that they are upgrading their equipment and radios and doing a good job. **Commissioner London motioned to accept the Animal Control Monthly Report as presented. Commissioner Lienhoop seconded the motion which passed unanimously.**

The next item was the Veteran's February Monthly Report as prepared by Veteran's Service Officer Larry Garrity and presented by Commissioner Lienhoop as follows:

**February Monthly Report**

<i>Item</i>	<i>Monthly</i>	<i>YTD</i>
<i>In Office Interviews</i>	34	72
<i>Out-of-Office Interviews</i>	4	8
<i>Walk-ins</i>	45	82
<i>Incoming Phone Calls</i>	254	507
<i>Outgoing Phone Calls</i>	44	89
<i>Outgoing Mail</i>	10	13
<i>Incoming Fax</i>	0	1
<i>Outgoing Fax</i>	14	25
<i>Trips to VA Hospital</i>	10	24
<i>Mileage on Van</i>	960	2,259
<i>New Claims Filed</i>	7	15
<i>Veteran Disability Compensation Claims Filed</i>	20	40
<i>Veteran/Surviving Spouse Pension Claims</i>	7	12
<i>Burial Appropriations</i>	6	19
<i>All Forms Filled Out for Veterans</i>	164	266
<i>Miscellaneous (see below)</i>	0	0

**Commissioner Lienhoop motioned to Accept the Veteran's Monthly Report as presented. Commissioner London seconded the motion which passed unanimously**

**Then next item was the Clerk's February Monthly Report as presented by Commissioner Kleinhenz. Commissioner Kleinhenz motioned to Accept the Clerk's Monthly Report as presented. Commissioner Lienhoop seconded the motion which passed unanimously.**



The next item was an Update on Hoosier Fiber as presented by Dave Brodin, CEO of Hoosier Fiber. About 50 miles of Fiber has been placed, that passes about 500 homes. By the end of the year they expect another 3,000 homes to be passed and an additional 5,000 homes next year. They have had 11 issues thus far, most due to mismarked utility lines. He stated that it is usually water or sewer service lines that are the issue. It has gone very smoothly so far. Commissioner London stated that the people he has talked to have stated the installers are very nice and easy to work with. Mark Webber asked where they are working at this point in the County. He stated that he had ran into the installers in the Armuth Acres area. Commissioner London stated that some people are asking why some people are getting it in areas where there is already service. Mr. Brodin stated that the primary network location is within the City so for the County to tie on, they had to work from the City point. They have a Fiber link that runs from Columbus to Shelbyville and the jump off point for the County is located within the City. He believes there are 3 crews working in Bartholomew County. Commissioner Lienhoop asked if we will go down every road or will there be roads that we do not touch. Mr. Brodin stated that they are providing 84% of the residents with the first phase due to cost. Commissioner London stated this project was for the most homes for the money available. After that, they will continue to expand in areas that are in need. He stated that the County had zero infrastructure. They are still building that feeder trunk and then they will build off of that.

**Bartholomew County Offices will be closed on Friday, March 29, 2024 in Observance of Good Friday.**

Under miscellaneous, Commissioner Kleinhenz stated that the Commissioners had discussed Bio-Solids. They try to stay out of business operations, but occasionally they feel they have to take action to protect the County. He would like to ask the County Attorney to create an Ordinance to prevent the import of Bio-Solids into the County to be spread within the rural areas of our County. Commissioner London stated that the way the material is treated can have extensive issues if not treated correctly. If material comes from out of County, they would have no say in how it is treated. Dearborn County, Indiana, the entire State of Maine, and Canada all currently have an Ordinance in place restricting the import of out of jurisdiction material. He supports local material, but not that from out of County. Commissioner Lienhoop states that he agrees as there is nothing to stop Marion County to bring material in, and he is supportive of this action. Commissioner Kleinhenz motioned to have the County Attorney draft an Ordinance to prevent the import of Bio-Solids into Bartholomew County.

Commissioner London seconded the motion. Commissioner Lienhoop stated that he would also include the storage of Bio-Solids.

Ms. Bush asked for the name of the APS Grant. It is from the Indiana Family and Social Services Division of Aging. She also asked about the backup of the sewer at the new highway garage and whether it is under warranty. The Commissioners are looking into that. There is no permanent damage to the building. They are in the process of cleaning it up.

There being no other business, the meeting was adjourned.

BARTHOLOMEW COUNTY  
COMMISSIONERS

  
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LARRY S. KLEINHENZ, CHAIRMAN  
\_\_\_\_\_  
TONY LONDON, MEMBER  
\_\_\_\_\_  
CARL H. LIENHOOP, MEMBER

ATTEST:

  
\_\_\_\_\_  
PIA O'CONNOR, AUDITOR