

COMMISSIONERS' MEETING

October 30, 2017

The Bartholomew County Commissioners met in regular session on October 30, 2017, in the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Rick Flohr, Larry Kleinhenz and Carl Lienhoop were present. County Attorney J. Grant Tucker and County Auditor Barbara Hackman were also present.

Chairman Lienhoop called the meeting to order and Commissioner Kleinhenz gave the Invocation and led the Pledge of Allegiance.

The first order of business was the approval of the Commissioners' Meeting Minutes for October 23, 2017. Commissioner Flohr made a motion to approve the minutes. Commissioner Kleinhenz seconded the motion that passed unanimously.

Next was the approval of claims. Commissioner Kleinhenz motioned to approve the claims. Commissioner Flohr seconded the motion which passed unanimously.

The monthly claims were not ready for presentation.

The next item was weekly reports. Chairman Lienhoop read the New Permit Report dated 10/23/17 to 10/27/17. Thirty-four (34) permits were issued with fees collected of \$2,977 and estimated construction costs of \$861,870.

County Engineer Danny Hollander gave the Highway Weekly Crew Report which included the following work: side-winded stone along roads that had been paved in Flatrock and Hawcreek Townships; put up signs; mowed in Hawcreek, Ohio and Wayne Townships; worked on ditches and pipes on 100W; assembled a brine truck; Milestone paved Mirror Road, Ridgeway Court, and parts of 500E and 410N.

Hollander then presented a **Joint Use and Maintenance Agreement between INDOT**, the City of Columbus ("City"), and Bartholomew County Commissioners ("County") concerning the **Carr Hill Road Trail Project** detailing the parties' cooperative responsibilities. Under Des. No. 1401864, INDOT will construct and fund a sidewalk and bicycle lane ("Trail") on both the North and South side of Carr Hill Road on the I-65 overpass to the end of the guardrail. The County is to construct bike/pedestrian facilities on both the North and South side of Carr Hill Road East of the I-65 overpass to within two hundred fifty (250) feet of the existing I-65

overpass guardrail by September 4, 2019. The connection of the INDOT Trail to the County's trail shall occur within sixty (60) work days of INDOT's completion of the Trail. If the County fails to construct the bike/pedestrian facilities by September 4th, the County shall be responsible for a portion of the actual costs of the Trail construction on the I-65 overpass in the amount of \$436,363. Additionally, the County agrees to pay all costs associated with future maintenance of the Trail. Commissioner Kleinhenz made a motion to sign the cooperative action agreement. Commissioner Flohr seconded the motion that passed unanimously.

IT Director Scott Mayes requested the consideration of giving **Notice to Bidders** for the purchase of a HPE **SAN storage system** and storage network switching. The centralized storage repository accommodates all the software applications for the county offices. The current SAN (shared area network) storage system has reached end-of-life, which means the vendor will no longer support, repair, or update with operational and security patches. The system has experienced three major component failures in the last 12 months. Rather than replacing with an equivalent system, the Data Board strategized for a more scalable hardware/software system replacement in which replacements could be scaled in over time, instead of a large purchase every several years. The cost will be jointly funded from IT's Budget and the Commissioners Equipment Account. The notice would be advertised in the 11/2/17 and 11/9/17 issues of The Republic. Bidders will be required to pick up the specifications onsite from the IT Department. The submission deadline would be 10:00 a.m. on 11/20/17 and bids would be opened and read during the Commissioners Meeting that morning. Chairman Lienhoop motioned to give Notice to Bidders. Commissioner Kleinhenz seconded the motion that passed unanimously.

The next agenda item was the consideration of a **Memorandum of Understanding with Corporation Service Company ("CSC") for e-filing capabilities** with the Recorder's Office. E-filing is a mode of delivering real estate records to the county using a secure channel directly into the land records system. End-users pay for fees so there is no cost to the county. Commissioner Flohr motioned to sign the MOU with CSC. Commissioner Kleinhenz seconded the motion that passed unanimously.

Next was the consideration of an **addendum** to the renewal agreement signed on 9/25/17 with **Don R. Scheidt & Co.** for professional appraisal services for the Assessor's Office. The original contract rates per hour were \$65 for brokers, \$95 for appraisers, and \$125 for appraisers with designations. The contract set an amount not to exceed \$46,000 per contract year and runs

from 1/1/18 through 12/31/18. The addendum added rates for evaluating commercial properties. Hourly rates for commercial work are \$350 for Don R. Scheidt, \$300 for Hank Rassel, \$275 for Jason King, and \$275 for any other MAI designated appraiser; and \$175 to \$225 for any associates not designated by the Appraisal Institute. Commissioner Kleinhenz made a motion to sign the contract addendum with Don R. Scheidt & Co. Chairman Lienhoop seconded the motion. The motion passed 2-1 with Commissioner Flohr casting the only nay vote.

Two more appraisal contracts for the Assessor's Office were submitted for consideration. The first agreement was with **Integra Realty Resources** (Michael Lady) for occasional professional and consultative services for properties under appeal with the Assessor's Office. The contract term runs through 12/31/18. The rate would be \$200/hr., testimony for David Hall: \$300/hour, testimony for Michael Lady: \$350/hour, not to exceed \$35,000 per contract year.

The second agreement with **First Appraisal Group, Inc.** (Wayne Johnson) was also for occasional professional and consultative services. The contract term runs through 12/31/18. The rate would be \$300/hr. for Ashley Johnson-Wilcoxon and \$375/hr. for Wayne Johnson not to exceed \$35,000 per contract year. Chairman Lienhoop motioned to contract with Integra and First Appraisal for the Assessor. Commissioner Kleinhenz seconded the motion. The motion passed 2-1 with Commissioner Flohr casting the only nay vote.

The next item on the agenda was the consideration of the **2018 Voucher Schedule** and the **2018 Payroll Schedule**. (*See attached*) Chairman Lienhoop made a motion to approve the voucher and payroll schedules. Commissioner Flohr seconded the motion that passed unanimously.

Next, the commissioners requested that department heads and elected officials **give up their parking** spaces in the north parking lot of the Government Office Building from October 30, 2017 through November 13, 2017 to accommodate county residents paying their fall taxes. Commissioner Kleinhenz motioned to send out a memorandum. Commissioner Flohr seconded the motion which passed unanimously.

The next agenda item was the Monthly **Animal Control Report** for September, 2017. Animal Control Officer Mark Case read the report as follows: there were 97 cases, 26 animals were picked up, 130 audits, 1 violation, no fines, no bite cases, 4 door hangers placed, 2 reclaimed animals, and 6 traps loaned to the public. The two vans traveled a total of 3,245 miles.

Chairman Lienhoop motioned to accept the Monthly Animal Control Report for September, 2017. Commissioner Kleinhenz seconded the motion that passed unanimously.

Next was the consideration of a proposal from **Ace Welding & Machine, Inc.** for materials needed to repair jail cell doors damaged by inmates. The quote for 80 steel plate bars and stainless steel hardware came in at \$2,255.44 and will be paid from the Commissioners' Budget. Maintenance Department will make the repairs. Commissioner Flohr made a motion to approve the expense for repairs. Commissioner Kleinhenz seconded the motion that passed unanimously.

Another request for the County Jail was for the replacement of a floor buffer. Quotes came in from:

<u>Bidder</u>	<u>Amount</u>
Hillyard Indiana (Daleville)	\$ 6,812.12
Tennant Sales & Service (Minneapolis, MN)	\$ 7,593.00
KSS Enterprises (South Bend)	\$ 6,733.00

The low bid received from KSS Enterprises *did not meet* specifications, and therefore was thrown out for consideration. The second lowest bidder was Hillyard at \$6,812.12. Most of the money will come from the Jail's Budget with partial funding from the Commissioners' Budget. Chairman Lienhoop moved to accept the bid from Hillyard. Commissioner Flohr seconded the motion that passed unanimously.

Next, Commissioner Flohr read the Monthly **Veterans' Services Report** for September, 2017. The Veterans' Office conducted 70 scheduled, walk-in, and/or outside interviews; made 195 contacts by phone/mail; traveled 505 miles; made 6 trips to the VA Hospital; and processed 5 new applicants. Commissioner Flohr made a motion to accept the report. Commissioner Kleinhenz seconded the motion that passed unanimously.

The next Commissioners' Meeting will be held on Monday, November 6, 2017, at 10:00 a.m. in the Commissioners' Chambers. There being no other business, the meeting was adjourned.

BARTHOLOMEW COUNTY
COMMISSIONERS

CARL H. LIENHOOP, CHAIRMAN

ATTEST:

LARRY S. KLEINHENZ, MEMBER

BARBARA J. HACKMAN

RICHARD A. FLOHR, MEMBER

**BARTHOLOMEW COUNTY
2018
VOUCHER SCHEDULE**

DUE IN AUDITOR'S
OFFICE

COMMISSIONERS APPROVE
AND VOUCHERS PAID

12/20/17	01/08/18
01/03/18	01/22/18
01/17/18	02/05/18
01/31/18	02/19/18
02/14/18	03/05/18
02/28/18	03/19/18
03/14/18	04/02/18
03/28/18	04/16/18
04/11/18	04/30/18
04/25/18	05/14/18
05/09/18	05/29/18
05/23/18	06/11/18
06/06/18	06/25/18
06/20/18	07/09/18
07/05/18	07/23/18
07/18/18	08/06/18
08/01/18	08/20/18
08/15/18	09/04/18
08/29/18	09/17/18
09/12/18	10/01/18
09/26/18	10/15/18
10/10/18	10/29/18
10/24/18	11/13/18
11/07/18	11/26/18
11/21/18	12/10/18
12/05/18	12/26/18

BARTHOLOMEW COUNTY
2018 PAYROLL SCHEDULE

	DUE IN AUDITOR'S OFFICE	COMMISSIONERS APPROVE	PAYDATE
1	12/26/17	01/02/18	01/05/18
2	01/08/18	01/16/18	01/19/18
3	01/22/18	01/29/18	02/02/18
4	02/05/18	02/12/18	02/16/18
5	02/19/18	02/26/18	03/02/18
6	03/05/18	03/12/18	03/16/18
7	03/19/18	03/25/18	03/29/18
8	04/02/18	04/09/18	04/13/18
9	04/16/18	04/23/18	04/27/18
10	04/30/18	05/07/18	05/11/18
11	05/14/18	05/21/18	05/25/18
12	05/29/18	06/04/18	06/08/18
13	06/11/18	06/18/18	06/22/18
14	06/25/18	07/02/18	07/06/18
15	07/09/18	07/16/18	07/20/18
16	07/23/18	07/30/18	08/03/18
17	08/06/18	08/13/18	08/17/18
18	08/20/18	08/27/18	08/31/18
19	09/04/18	09/10/18	09/14/18
20	09/17/18	09/24/18	09/28/18
21	10/01/18	10/08/18	10/12/18
22	10/15/18	10/22/18	10/26/18
23	10/29/18	11/05/18	11/09/18
24	11/13/18	11/19/18	11/21/18
25	11/27/18	12/03/18	12/07/18
26	12/11/18	12/17/18	12/21/18