

COMMISSIONER'S MEETING
October 7, 2013

The Bartholomew County Commissioners met in regular session on October 7, 2013 in the Governmental Office Building, 440 Third Street, Columbus, Indiana. Chairman Carl Lienhoop called the meeting to order at 10:00 a.m. Commissioner Rick Flohr, Attorney J. Grant Tucker and Auditor Barbara Hackman were all in attendance. Commissioner Kleinhenz was on vacation.

Chris West, the Real Estate and Tax Billing Administrator for the Auditor's Office gave the Invocation and led the Pledge of Allegiance.

The first item on the agenda was the approval of the September 30, 2013 meeting minutes. These minutes will be approved at the next meeting on October 14, 2013.

The next item on the agenda was the approval of the Claims. Commissioner Lienhoop made a motion to approve the Claims as presented and it was seconded by Commissioner Flohr. The motion passed unanimously.

The next item on the agenda was the weekly Permit report. Chairman Lienhoop read the New Permits Report from 9/30/2013 to 10/4/2013. Forty (40) permits had been issued with a fee amount of \$4,979 and a valuation amount of \$2,667,568.

The next item on the agenda was County Engineer Danny Hollander, who gave the weekly crew report as follows: they mowed in Columbus, Rockcreek, and Clay Townships, put up signs, patched roads, grinded stumps, and hauled shot rock to Southern Crossing Bridge.

Engineer Hollander gave the Bartholomew County Highway Monthly Report for the month of September 2013. He also passed out the Monthly MS-4 Stormwater Report for the month of September 2013. (*See Attached*). Commissioner Lienhoop made the motion to approve the Monthly MS-4 Stormwater Report and it was seconded by Commissioner Flohr. The motion passed unanimously.

Engineer Hollander presented quotes for the shake shingle roof on the Mill Race Covered Bridge. The quotes were as follows:

Global Builders of Columbus	\$63,243.33
Holman Roofing of Columbus	\$48,775.00
CJ Construction and Restoration of Columbus	\$36,754.62

Engineer Hollander said the repair would deplete the Covered Bridge Fund and the additional balance would have to come out of the Cumulative Bridge Fund. Commissioner Flohr made the motion to accept the bid from CJ Construction and Restoration of Columbus for \$36,754.62 and it was seconded by Commissioner Lienhoop. The motion passed unanimously. Mike Lovelace (*in the audience*) commented on the Mill Race Bridge roof, stating it should not be done using tax payer money. The roof is only 15 years old and there are other things to spend tax dollars on.

Chairman Lienhoop noted that on October 17, 2013, the County will have their Indiana Department of Environmental Management (IDEM) Audit. Heather Shireman, District Coordinator of Soil and Water, and Stacy Gross, County Highway Technician Supervisor will be involved with this Audit.

The next item on the agenda was the consideration of a Professional Services Agreement with Nationwide. Representative Mike Faulk gave a brief overview. They are the current 457 Deferred Compensation provider for Bartholomew County. The current plan has a balance of about 3.1 million dollars, (\$3,100,000). In February, they came out with new investment options that would be able to benefit our employees that currently are in the plan. Nationwide has partnered with Morning Star to provide overall protection which, will assist if the plan is ever sued. The revised Plan he is presenting today would reduce the administrative fees on the variable funds from .8% to .0%, for a savings of about \$19,000. It would also reduce the fixed rate from 3.5% to 2.5% on the guaranteed funds, and reduce the return by about \$6,500. Commissioner Flohr made the motion to approve the plan as presented, and it was seconded by Commissioner Lienhoop. It was passed unanimously.

The next item on the agenda was consideration of a Professional Services Agreement with Zenetra Corporation. IT Director Jim Hartsook explained that it is for three days of on-site support to get a secondary firewall/web content filter installed and up and running, as well as training for IT personnel. The cost will be \$5,400 for one engineer on site for 8 hours a day for 3 days. Palo Alto is the brand of choice and will be our firewall/web content filter. The most active users are the Sheriff's Department and City Police. It currently has down times when updates are done. This second unit will eliminate those down times as there will always be one unit up and working. Commissioner Lienhoop made the motion to enter into the service agreement with

Zenetra for \$5,400 and it was seconded by Commissioner Flohr. The motion passed unanimously.

The next item on the agenda was consideration of an Ordinance Amending a portion of Ordinance No. 2007-02 and 2010-03 pertaining to the Establishment and Collection by the Bartholomew County Health Department of Fees for Specific Services and Records. Matt Galbraith, Senior Environmental Health Specialist with the County Health Department spoke on behalf of Director Collis Mayfield, regarding the Amendment. They are requesting to increase the fees for restaurants and food establishments by \$20 per tier, and also add a new application fee for businesses at a cost of \$50. The last increase was in 2007. They are also requesting to increase Birth Certificates to \$15 and increase Death Certificates to \$10. Assistant Director of Nursing Carla Wolff presented price structure changes with the Nursing Division as well as a hardship policy for people that don't have insurance. This will bring them into line so they are not paying the high rate, like for immunization and screening fees. Commissioner Lienhoop made the motion to accept on First Reading the submitted changes to fees in the 2007-02 and 2010-03 ordinances for the Health Department and it was seconded by Commissioner Flohr. The motion was passed unanimously. *(See Attached)*

The next item on the agenda was consideration of the WIC Grant. Assistant Director of Nursing, Carla Wolff, presented the Grant. It requires the WIC Office to vacate the Annex building by March 30, 2014. Attorney Grant Tucker recommended not signing the Grant due to that stipulation. Another issue is the language concerning the

days between vacancies and filling of those positions. The State wants it to be 60 days or less from resignation to filling the position, which does not comply with County policy. Assistant Director Wolff believes they were misled. Commissioner Lienhoop said the County wants the WIC program to stay. Assistant Director Wolff stated that the WIC Program gets to use many County resources and materials that they are not being charged for at this time.

The next item on the agenda was the consideration of a Public Health Preparedness Grant. Mindy Baker, with the County Health Department, stated the Grant is through the State Health Department which receives their funding from the Center for Disease Control (CDC). The Grant is for \$15,000 which is mostly for personnel costs. This will be the second year the County has accepted it as there previously was no staff available to do the work. The Grant is to allow the County to develop and maintain a plan to immunize everyone in the County in the event of a wide spread outbreak. The Health Department submits the claims to the Auditor's Office, the County pays the salary and expenses and the State reimburses one hundred percent (100%). The budget is approved by the State. Commissioner Flohr made the motion to approve the Public Health Preparedness Grant as presented, and it was seconded by Commissioner Lienhoop. The motion passed unanimously.

The next item on the agenda was the consideration of an Agreement for Information Technology Products and Services. IT Director, Jim Hartsook spoke on behalf of the County Recorder Anita Hole. The Agreement is with ACS Enterprise

Solutions, LLC, for the Recorder's Office, and consists of eight stations, validators and printers. It has been a five year agreement in the past, but this is a four year agreement. The cost is \$3.25 per document and a one-time fee of \$4,000, as well as a one-time fee of \$800 for added license charges. Commissioner Lienhoop made the motion to approve the agreement with ACS Enterprise Solutions, LLC for the Recorder Office, and it was seconded by Commissioner Flohr. It was passed unanimously.

The next item on the agenda was consideration of an Agreement with Worrell Corporation for the County Assessor's Office. Assessor Lew Wilson explained that this is for the printing and mailing of Form-11's (*Notice of Assessments*). There is a 20% discount which will result in a total per unit cost of .58 cents each. The approximate total cost will be around \$17,737.04 but could go up or down based on the final volume. Commissioner Flohr made the motion to approve the Agreement with Worrell for the Assessor's Office, and it was seconded by Commissioner Lienhoop. It was passed unanimously.

The next item on the agreement was consideration of an Agreement with DLZ for the study of the Annex Building located on State Street. Charlie Day, Marketing Sales Coordinator for DLZ explained that they will perform a comprehensive visual review and create a cost analysis of the Annex building. Eric Rate, Architecture Division Director for DLZ will oversee the study. The study will cost \$14,500 and be completed within 90 days. Commissioner Lienhoop would like to see a public meeting at conclusion of the project held at the Annex Building. Commissioner Flohr said they talked with the

County Council and they are on board with this study and this should answer some of the Council questions and concerns. Commissioner Flohr made the motion to approve the Agreement with DLZ for the study of the Annex Building for \$14,500 and it was seconded by Commissioner Lienhoop. It was passed unanimously.

The next item on the agenda was the proposals for Emergency Management through the Indiana 2012 Homeland Security Sub-Grant C44P-3-376B Funds. Dennis Moats, Emergency Management Director spoke on behalf of the requested purchases. All purchasing costs will be paid for using the 2012 Home Security Sub-Grant for the District 8 Task Force. District 8 included Bartholomew County and 6 surrounding Counties. The Task Force is comprised of Fire Elements, Law Enforcement, Emergency Medical Services, Hospitals, and the Emergency Management Agency. Each County has three representatives; Bartholomew County representatives are Jim Pridgen, Dennis Moats, and a Mayoral representative. Their representatives meet with the Task Force to see what they are in need of to operate and meet their responsibilities. They wish to purchase the following items:

1	Portable Air Condition Unit	\$10,808.00
1	8x16 Trailer	\$4,695.00
1	8x20 Trailer	\$15,262.69
1	Software Upgrade (Intelesis)	\$1,595.00

The Portable Air Conditioning Unit is for use by the portable Hospital. The 8x16 trailer will be used to carry the tents and the portable air conditioning unit. This trailer

will be housed in Monroe County with Monroe County covering the cost of the license as well as any other fees associated with it.

The 8x20 trailer will be used for portable housing for deployed personnel and it will include bunks and heating and air. Harrison Township Volunteer Fire Department will cover the cost of the license as well as any other fees associated with this portable housing trailer.

The software upgrade is for ID cards. It will serve as an accountability system for the District whenever a disaster would occur.

The Bartholomew County Auditor's Office will serve as the fiscal agent for the District for this Grant. Commissioner Lienhoop made the motion to approve the purchases as follows: a portable air conditioning unit for \$10,808, an 8x16 trailer for \$4,695, an 8x20 trailer for \$15,262.69 and the software upgrade for \$1,595. It was seconded by Commissioner Flohr and was passed unanimously.

The next on the agenda is the Veteran's Monthly Report for September 2013. There were 102 personnel interviews, 42 claims and applications filings, 5 veterans meetings were attended, 9 power of attorney's were filed, there were 5 out of office interviews, they traveled 1,559.7 miles, had 166 incoming phone calls, and 65 outgoing phone calls. Veteran's Service Officer Tom Crawford has talked with John Hatter, Policy Director with Congressman Luke Messer's Office and had spoken with two school groups. Commissioner Flohr made the motion to accept the Veterans Monthly Report for

September 2013 and it was seconded by Commissioner Lienhoop. The motion passed unanimously.

Mike Lovelace appeared before the Commissioners regarding the Annex Building. Mike and his wife Sandra donated \$100 toward funding for the Annex Building in hopes of getting the project moving forward and possibly encouraging others to make a donation as well.

There being no other business, the meeting was adjourned by Commissioner Lienhoop at 11:30 a.m. The next Commissioners' meeting will be on Monday, October 14, 2013 at 10:00 a.m. in the Commissioners' Chambers.

BARTHOLOMEW COUNTY
COMMISSIONERS

CARL H. LIENHOOP, CHAIRMAN

LARRY S. KLEINHENZ, MEMBER

RICHARD A. FLOHR, MEMBER

ATTEST:

BARBARA J. HACKMAN



Bartholomew County Highway Department

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Columbus, Indiana 47201

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STORMWATER MONTHLY REPORT – **September 2013**

During the month of September the Highway Department picked up trash and tires on 7 separate occasions.

The trash (bags, mattresses, etc.) was taken and disposed of at the local landfill. The tires were taken to the Highway Department and are stored in a shed until they can be taken to or picked up by CCE in New Albany, Indiana, for recycling.

The Highway Department also cleaned approximately 1000 foot of ditch line along roads. Sediment was removed and stock piled at the County Fairgrounds for future fill projects or left in field or stock piled for the Property Owners use.

IDEM had scheduled the County's MS4's IDDE Audit for Thursday, October 17th, 2013. Heather Shireman with Bartholomew County Soil & Water Conservation District and Stacey Gross with Bartholomew County Highway Department are preparing checklists and the necessary paper work for this Audit.

ORDINANCE 2013-_____

AN ORDINANCE AMENDING A PORTION OF
ORDINANCE 2007-2 AND 2010-3 PERTAINING TO THE ESTABLISHMENT
AND COLLECTION BY THE BARTHOLOMEW COUNTY HEALTH DEPARTMENT
OF FEES FOR SPECIFIC SERVICES AND RECORDS

WHEREAS, the Bartholomew County Commissioners did, by Ordinance 1992-07, establish a schedule of fees for certain services performed by and records obtained from the Bartholomew County Health Department; and

WHEREAS, certain fees established by Ordinance 1992-07 were changed by Ordinances 2007-2 and 2010-3; and

WHEREAS, at the request of the Health Department, the Bartholomew County Commissioners believe it to be appropriate to amend a portion of Ordinances 2007-2 and 2010-3 to change fees charged for various services provided by the Health Department and various sections dealing with inspections performed by and licenses or permits issued by the Health Department.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF BARTHOLOMEW COUNTY, INDIANA AS FOLLOWS:

SECTION 1, SUBSECTION K of ORDINANCE 2007-2 formerly entitled "INJECTION FEES", is hereby retitled "IMMUNIZATION FEES" and is further amended, revised and changed to read as follows:

K. IMMUNIZATION FEES:

Injectable vaccines	At Insurance Pay Rate
Oral Vaccines	At Insurance Pay Rate
Nasal Mist Vaccines	At Insurance Pay Rate
All Pediatric Vaccines: Children who do not meet State Criteria for Vaccine For Children (VFC) or the 317 program	At Insurance Pay Rate
Administration Fee (per Immunization)	At Insurance Pay Rate

SECTION I, SUBSECTION L of Ordinance 2007-2 and Ordinance 2010-3 pertaining to fees charged for screenings are hereby amended, revised and changed to read as follows:

L. SCREENINGS

TB Skin Test	At Insurance Pay Rate
Blood Work	At Insurance Pay Rate
STD Testing	At Insurance Pay Rate
Administration Fee	At Insurance Pay Rate

SECTION I, SUBSECTION C of Ordinance 2007-2 pertaining to fees related to Mobile Retail Food Establishments is hereby amended, revised and changed to read as follows:

Annual	\$100.00
July through December	\$ 50.00

SECTION I, SUBSECTION A of Ordinance 2007-2 pertaining to Retail Food Establishments is hereby amended, revised and changed to read as follows:

RETAIL FOOD ESTABLISHMENT PERMANENT LOCATION

1-5 Employees	\$140.00 Annually \$ 70.00 July through December
6-10 Employees	\$240.00 Annually \$120.00 July through December
11 or More Employees	\$340.00 Annually \$170.00 July through December
Retail Food Application Fee	\$ 50.00

SECTION I, SUBSECTION G of Ordinances 2007-2 AND 2010-3 Pertaining to fees for certificates and other types of documents is hereby amended, revised and changed to read as follows:

BIRTH CERTIFICATE FEES

Regular (with sleeve)	\$10.00
Small (with sleeve)	\$10.00
Combination (both)	\$15.00

DEATH CERTIFICATE FEES

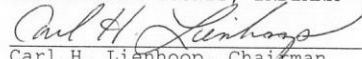
Each	\$10.00
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This Ordinance, and the amendments to the fee schedules contained therein shall be effective upon its passage.

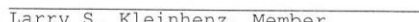
The remainder of Ordinance 2007-2 and Ordinance 2010-3 shall remain unchanged.

PASSED ON FIRST READING THIS 7th DAY OF October, 2013.

BOARD OF COMMISSIONERS OF
BARTHOLOMEW COUNTY, INDIANA


Carl H. Lienhoop, Chairman


Richard A. Flohr, Member


Larry S. Kleinhenz, Member

ATTEST:

By: Barbara J. Hackman
Barbara J. Hackman, Auditor of
Bartholomew County, Indiana

PASSED ON SECOND READING AND ADOPTED THIS ____ DAY OF
____, 2013.

BOARD OF COMMISSIONERS OF
BARTHOLOMEW COUNTY, INDIANA

Carl H. Lienhoop, Chairman

Richard A. Flohr, Member

Larry S. Kleinhenz, Member

ATTEST:

By: _____
Barbara J. Hackman, Auditor of
Bartholomew County, Indiana