

## COMMISSIONERS' MEETING

November 14, 2016

The Bartholomew County Commissioners met in regular session on November 14, 2016 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 in attendance.

Chairman Flohr called the meeting to order and 911 Director Ed Reuter gave the Invocation and led the Pledge of Allegiance.

The first order of business was the approval of the November 7, 2016 Commissioners' Meeting Minutes. Commissioner Lienhoop 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 Lienhoop seconded the motion which passed unanimously.

The next item was weekly reports. Chairman Flohr read the New Permit Report dated 11/7/16 to 11/11/16. Twenty-two (22) permits were issued with fees collected of \$1,781.20 and estimated construction costs of \$529,925.

County Engineer Danny Hollander gave the Highway Weekly Crew Report which included the following work: patched roads; put up signs; mowed in Flatrock Township; replaced a culvert on 850W; and put in driveway pipe in Tempest Addition.

Mr. Hollander also presented a **signature block for the title sheet of the sign replacement project** funded through INDOT's granted safety money. Commissioner Lienhoop made a motion to sign the document. Commissioner Kleinhenz seconded the motion that passed unanimously.

Commissioner Lienhoop asked Mr. Hollander to verify who has jurisdiction over a certain deteriorated culvert and guardrail on the road out of Hartsville to the South. Additionally, on that same road, there is a curve (at Comwell's) that has been washed out and needs rock on both sides. Hollander agreed to check into both requests.

Next, Chairman Flohr read the **Year-End Notice to Bidders** for 2017 materials and equipment. Commissioners will receive bids until 10:00 a.m. on December 5, 2016, in the Commissioners' Office. The following items are to be bid:

1. *Crushed Stone, per specifications*
2. *Sand and Gravel, per specifications*
3. *Corrugated aluminum or galvanized steel culvert pipe in round or arch, conforming to AASHTO-M-196 and current Indiana Department of Highway specifications*
4. *One (1) New 2016-2017 Wheel Loader (Highway), per specifications*
5. *One (1) New 2016 or 2017 Trailer (Highway), per specifications*
6. *One (1) New 2016 or 2017 Half-Ton 4Wheel Drive Truck (Emergency Management), per specifications*

Bids should be submitted on forms prescribed by the Bartholomew County Commissioners, which may be obtained from the Commissioners' Office. Each bid item shall be marked to correspond with the legal notice and shall be submitted separately. Each bid shall be accompanied by a surety bond or certified check in a sum equal to ten percent (10%) of the total bid; and non-collusion specifications, which are now on file in the Commissioners' Office and are made a part thereof, by reference thereto. The Board of County Commissioners reserves the right to reject any and all bids, or any part of said bid. The Notice to Bidders will run in the November 18th and 25th editions of The Republic. Chairman Flohr made the motion to approve the Notice to Bidders for year-end items. Commissioner Lienhoop seconded the motion subject to the third item being corrected (as has been done above). The Chairman called for the vote and the motion passed unanimously.

Next was the consideration to ratify an agreement, previously approved through the Data Board, with **Data Strategy for 16 hours** block time for implementation assistance on the Odyssey project at a cost of \$4,000. Any unused time will remain available for general consultation. Commissioner Lienhoop moved to ratify the agreement. Commissioner Kleinhenz seconded the motion that passed unanimously.

County Auditor Barbara Hackman presented the next agenda item which was the consideration of an **agreement with Crowe Horwath** to create internal controls over handling cash. They would provide consulting services to facilitate the establishment of a materiality level; assist with performing risk assessment activities which would provide a foundation for the analysis of internal controls and documentation; and provide related support. Performance of said activities are in response to a State Board of Accounts directive that the Commissioners are to adopt an initial framework of internal controls by the end of the year, and continue to monitor and develop it over the next several years. The total project cost will be \$30,000 (paid incrementally) with an initial payment of \$3,000 due by 12/31/16 for the completion of Step 1. Fees for Steps 2-4 will be paid after the year ending 12/31/16. The fee estimate is as follows:

<b>Phase</b>	<b>Task</b>	<b>Cost</b>
Step 1	Materiality	\$ 2,000-3,000
Step 2	Risk Assessment	\$ 10,500-12,000
Step 3	Internal Controls	\$ 11,500-14,000
Step 4	Board Presentation	\$ 1,000.00

If changes to the scope of work outlined in Step 1 or Step 2 become necessary, Crowe will prepare a revised fee estimate. Commissioner Kleinhenz motioned to enter into the agreement with Crowe and begin with Step 1 and the payment thereof, and proceed with the remaining steps and payments after the year ending 12/31/16, as budgeted. Commissioner Lienhoop seconded the motion that passed unanimously.

The next item on the agenda was the consideration of the **2017 Voucher Schedule** and the **2017 Payroll Schedule**. (*See attached*) Chairman Flohr made a motion to approve the voucher schedule. Commissioner Kleinhenz seconded the motion that passed unanimously. Commissioner Kleinhenz moved to approve the payroll schedule and Commissioner Lienhoop seconded the motion which passed unanimously.

The next agenda item was the consideration of Amendment #2, Attachment A, to the Extension Contractual Services **Agreement with Purdue University**. The Agreement runs from January 1, 2017 through December 31, 2017. The annual amount is \$87,741.50 for the Extension Office staff salaries. Commissioner Lienhoop made a

motion to approve the Contractual Service Agreement between Bartholomew County and Purdue University. Commissioner Kleinhenz seconded the motion that passed unanimously.

Audience member Mike Lovelace had trouble accessing the **County Website GIS** software. He said the webpage referenced the passage of IC 361-8-5.5 which stated that “all users are now required to create a registered account”. Mr. Lovelace’s research of the code found it to say that a property data-based website (1) is to be made available to the general public over the internet, and (2) does not require registration, subscription, or creation of a username and password to search the site...(inaudible). He was seeking clarification on the apparent discrepancy between the 39 Degrees North webpage statement on the County’s website and the Indiana code itself. County Attorney Grant Tucker agreed to research and ensure compliance to code.

Commissioner Lienhoop wanted to recognize the diligent work of the **Bartholomew County Park Board**. Members of the board include: Dave Apple, Adam Fish, Bob Harden, Nancy Hoeltke, Jim Mahoney, Kris Medic, Evelyn Pence and Dennis Pierce. They have been good stewards of a meager budget and the County appreciates their great work and dedication.

The next Commissioners’ Meeting will be held on Monday, November 21, 2016, at 10:00 a.m. in the Commissioners’ Chambers. There being no other business, the meeting was adjourned at 10:30 a.m.

BARTHOLOMEW COUNTY  
COMMISSIONERS

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RICHARD A. FLOHR, CHAIRMAN

ATTEST:

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LARRY S. KLEINHENZ, MEMBER

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BARBARA J. HACKMAN

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CARL H. LIENHOOP, MEMBER

**BARTHOLOMEW COUNTY  
2016  
VOUCHER SCHEDULE**

<u>DUE IN AUDITOR'S OFFICE</u>	<u>COMMISSIONERS APPROVE AND VOUCHERS PAID</u>
12/21/16	01/09/17
01/04/17	01/23/17
01/18/17	02/06/17
02/01/17	02/20/17
02/15/17	03/06/17
03/01/17	03/20/17
03/15/17	04/03/17
03/29/17	04/17/17
04/12/17	05/01/17
04/26/17	05/15/17
05/10/17	05/30/17
05/24/17	06/12/17
06/07/17	06/26/17
06/21/17	07/10/17
07/05/17	07/24/17
07/19/17	08/07/17
08/02/17	08/21/17
08/16/17	09/05/17
08/30/17	09/18/17
09/13/17	10/02/17
09/27/17	10/16/17
10/11/17	10/30/17
10/25/17	11/13/17
11/08/17	11/27/17
11/22/17	12/11/17
12/06/17	12/26/17

**BARTHOLOMEW COUNTY**  
**2017 PAYROLL SCHEDULE**

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