

COMMISSIONERS' MEETING

November 4, 2019

The Bartholomew County Commissioners met in regular session on November 4, 2019, in the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Rick Flohr, Larry Kleinhenz and Carl Lienhoop were present. Attorney J. Grant Tucker and County Auditor Pia O'Connor were also present.

Chairman Flohr called the meeting to order and Catherine Greenlee from the Auditor's Office gave the invocation and led the Pledge of Allegiance.

The first order of business was the approval of minutes from the 10/28/19 Commissioners' Meeting. Commissioner Lienhoop made a motion to approve the minutes. Commissioner Kleinhenz seconded the motion that passed unanimously.

Next was the approval of payroll. Commissioner Kleinhenz moved to approve the payroll. Commissioner Lienhoop seconded the motion which passed unanimously.

Chairman Flohr read into the minutes the New Permit Report dated 10/28/19 through 11/1/19. Twenty-five (25) permits were issued with fees collected of \$3,542 and estimated construction costs of \$1,665,872.

County Engineer Danny Hollander gave the Highway Weekly Crew Report which included the following work: sidewinded overlaid roads 100W and 550S; wedged over pipes; worked on signs; chipped brush in Bethel Village and on 300W; picked up trash; fixed the washout on 800S; and mowed in Flatrock and Hawcreek Townships.

Hollander also submitted the County **Highway Monthly Financial** Report dated September 30, 2019, which included the Financial Report, Budget Status Report and Revenue Comparisons for the Highway Fund, Local Roads/Street Fund and the Cumulative Bridge Fund.

Next, Planning Department Senior Planner Ashley Beckhort presented a **dedication of right-of-way ("ROW") for the Brian Schaefer Estate Minor Subdivision (MI/P-19-12)**, totaling 0.3673 acres. The subject property is located on the east side of 800E, just north of 600N, in Hawcreek Township. Shirley Schaefer has requested to create two new lots for a total of two lots and a parent tract remainder totaling 100+/- acres. The County's Subdivision Control Ordinance requires dedication of ROW along frontages of newly created lots. Commissioner

Kleinhenz motioned to accept the dedication of ROW. Commissioner Lienhoop seconded the motion that passed unanimously.

Next came Trena Carter of the **Administrative Resources Association (“ARa”)** who has been assisting the commissioners in applying for Community Block Grant Funding through the Indiana Office of Community and Rural Affairs (“OCRA”) for **North Cliff and Armuth Acres** drainage/high water table flooding. Having completed the income study, now a comprehensive stormwater watershed study of the subject area, which meets OCRA water infrastructure plan criteria, must be completed by a qualified professional services firm. Three engineering companies submitted qualification statements for the job: Strand Associates (Columbus); MS Consultants, Inc. (Columbus, OH); and DLZ Indiana, LLC (Indianapolis). Chairman Flohr motioned to take the qualification statements under advisement and present to the selection committee. Commissioner Lienhoop seconded the motion that passed unanimously. The selection committee will consist of Chairman of Commissioners Rick Flohr, County Hydrology Division Head Tom Finke, and County Engineer Danny Hollander.

Next on the agenda, Emergency Management Director Shannan Hinton proposed purchasing **two (2) portable radios for Emergency Management** using previously awarded de-obligated 2016 HSHP grant money. Electronic Communication Systems (Bloomington) submitted the low bid of \$2,952 for Kenwood radios. ERS Wireless/OCI (Indianapolis) quoted \$5,556.44 for Motorola radios. Commissioner Lienhoop made a motion to accept the low bid from ECS. Commissioner Kleinhenz seconded the motion that passed unanimously.

Hinton also had proposals for **six (6) portable radios for E911** including headsets for dispatchers to be funded with the same de-obligated money. Electronic Communication Systems (Bloomington) submitted the low bid of \$9,470 for Kenwood’s product. ERS Wireless/OCI (Indianapolis) quoted \$17,075.34 for Motorola radios. Commissioner Kleinhenz made a motion to accept the low bid from ECS. Commissioner Lienhoop seconded the motion that passed unanimously.

The substantial savings incurred by purchasing Kenwood over Motorola products left residual de-obligated money to purchase another **four (4) portable radios and headsets for E911** using the same quote from ECS (Bloomington) for \$6,313.60 (\$1,578/unit). Commissioner Kleinhenz made a motion to approve the additional radios purchase from ECS. Commissioner Lienhoop seconded the motion that passed unanimously.

Hinton then requested ratification of an invoice from ERS Wireless for **one (1) APX consolette for E911** totaling \$6,531.06, again coming from 2016 de-obligated money. Commissioner Kleinhenz motioned to ratify the expense. Commissioner Lienhoop seconded the motion that passed unanimously.

A second ratification request was for the purchase of **two (2) MEVO crash kits** with eight (8) backup phones for E911 from INdigital. The backup equipment would be used if communications at the Emergency Operation Center should fail. Funding has come from the 2016 de-obligated grant money for the one-time cost and the first year of support (\$523.71) for a total expense of \$7,613.39. Future annual maintenance/support fees will come from E911 funds. Chairman Flohr motioned to ratify the payment to INdigital. Commissioner Kleinhenz seconded the motion that passed unanimously.

The next agenda item for consideration was a **commitment letter** from Bartholomew County Commissioners expressing the county's intent to participate in the grant funding process for the required **Multi Hazard Mitigation Plan** ("MHMP") update. The commissioners' endorsement ensures that Bartholomew County is financially committed to provide the 25% match by using funds contributed by its Department of Emergency Management. The last 5-year update concluded in 2016 and signatures obtained in 2017. Preliminary steps for the next update, such as this letter, begin a couple of years before the 2021 target completion date. Chairman Flohr motioned to sign the letter of intent. Commissioner Lienhoop seconded the motion that passed unanimously.

Next, Auditor Pia O'Connor presented the software agreement with **SBS Portals** for the development of an electronic file cabinet for the Real Estate and Deductions department in the Auditor's Office. The scanning and indexing of documents are being performed in-house by the office staff. The initial cost and first year support totals \$15,724.65. Fees collected for property transfers will be tapped for this expense. IT will budget the future annual maintenance fee of \$2,258.45. Having also passed through the Data Board, Commissioner Kleinhenz motioned to approve the expense for digital filing. Chairman Flohr seconded the motion that passed unanimously.

Commissioner Lienhoop acknowledged receipt of the September, 2019, **Treasurer's Monthly Report** signed by County Treasurer Barbara Hackman. He moved to accept the report. Commissioner Kleinhenz seconded the motion which passed unanimously.

Under Miscellaneous was a reminder that **County Offices would be closed** Tuesday, November 5th, for the Municipal Election and on Monday, November 11th, in observance of Veterans Day. Therefore, the next Commissioners' Meeting will be held on Tuesday, November 12, 2019, at 10:00 a.m. in the Commissioners' Chambers. There being no other business, the meeting was adjourned.

BARTHOLOMEW COUNTY
BOARD OF COMMISSIONERS

RICHARD A. FLOHR, CHAIRMAN

ATTEST:

LARRY S. KLEINHENZ, MEMBER

PIA O'CONNOR

CARL H. LIENHOOP, MEMBER