

## COMMISSIONERS' MEETING

September 24, 2018

The Bartholomew County Commissioners met in regular session on September 24, 2018, in the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Larry Kleinhenz and Carl Lienhoop were present. County Attorney J. Grant Tucker and County Auditor Barbara Hackman were also present. Commissioner Rick Flohr was absent.

Chairman Kleinhenz called the meeting to order and gave the invocation and led the Pledge of Allegiance.

The first order of business was the approval of the minutes for the 9/17/18 Commissioners' Meeting. Commissioner Lienhoop made a motion to approve the minutes. Chairman Kleinhenz seconded the motion that passed unanimously. (2-0)

Next was the approval of payroll. Commissioner Lienhoop motioned to approve the payroll. Chairman Kleinhenz seconded the motion which passed unanimously. (2-0)

Animal Control Officer Mark Case gave the **Animal Control Report** for August, 2018. There were 92 cases, 34 animals were picked up, 140 audits, 0 violations, 0 fines, 2 bite cases, 0 door hangers placed, 7 reclaimed animals, and 8 traps loaned to the public. The two vans traveled a total of 4,068 miles. Chairman Kleinhenz motioned to accept the report. Commissioner Lienhoop seconded the motion that passed unanimously. (2-0)

Commissioner Lienhoop read the Monthly **Veterans Services Report** for August, 2018. The Veterans Office processed 18 new applicants; conducted 119 scheduled, walk-in, and/or outside interviews; made 245 contacts by phone/mail; traveled 1,688 miles; and made 19 trips to the VA Hospital. Commissioner Lienhoop made a motion to accept the report. Chairman Kleinhenz seconded the motion that passed unanimously. (2-0)

Chairman Kleinhenz read into the minutes the New Permit Report dated 9/17/18 through 9/21/18. Twenty-eight (28) permits were issued with fees collected of \$2,015 and estimated construction costs of \$750,138.

County Engineer Danny Hollander gave the Highway Weekly Crew Report which included the following work: put up signs; mowed in Wayne and Columbus Townships; seeded and strawed culverts on 300E, 850E, 650E, 800E, Sprague and Gladstone Roads; and started sidewinding roads

overlaid by Milestone - Gladstone, 300S, 500E, 800S, and 450E. Milestone has completed about a third of their awarded jobs.

Hollander presented a funding **commitment letter** addressed to INDOT for the **Community Crossing Grant**. The commissioners’ endorsements ensure that Bartholomew County is financially committed to the following projects and has the required amount to match the maximum grant award. The local match is available in its Highway Fund and Local Road and Street Fund to provide the 50% match for the grant(s) and also has the funds to cover the local responsibility of any project overruns.

Grant Appl #	Project	Cost Estimate	Local Match
2433	Bartholomew County Overlay	\$ 1,178,945	\$ 589,474
2619	Bartholomew County Overlay II	\$ 706,299	\$ 353,150
2639	Bartholomew County Overlay III	\$ 366,788	\$ 183,394
Totals		\$ 2,252,032	\$ 1,126,018

Chairman Kleinhenz motioned to sign the commitment letter. Commissioner Lienhoop seconded the motion that passed unanimously. (2-0)

Next, Chairman Kleinhenz presented the legal **Notice of Public Auction of Surplus Property** to be held on Saturday, October 27, 2018, at 10:00 a.m. and located at the County Highway Garage, 2452 State Street, Columbus. Mensendiek Auction Service will conduct this year’s auction. Commissioner Lienhoop made a motion to advertise the Public Auction of Surplus Property. Chairman Kleinhenz seconded the motion that passed unanimously. (2-0)

Then followed the consideration of an agreement with **Mensendiek Auction Service** for that upcoming surplus auction. Commission will be 10% of gross sales, including vehicles. Also, the county will pay \$15.00/hour per person for the clerk and cashier. Advertising fees will be as needed. Commissioner Lienhoop motioned to sign the contract. Chairman Kleinhenz seconded the motion that passed unanimously. (2-0)

Next was a request from the Auditor’s Office to **amend the 2018 Voucher Schedule** to allow one more claims submission day before year-end to reduce encumbrances. The additional day to submit claims will be 12/14/18 and will be paid 12/26/18. The bulk of the claims should still be submitted on or before 12/5/18 for payout on 12/26/18. Chairman Kleinhenz made a

motion to amend the 2018 Voucher Schedule. Commissioner Lienhoop seconded the motion that passed unanimously. (2-0)

Charles Malinowski, President of **Malinowski Consulting, Inc.** (“**Malcon**”), presented a three (3) year contract with his company to provide technical expertise in the preparation of annual **County-Wide Cost Allocation Plans** (CAP). The CAP is an essential tool that enables the county to recover indirect costs of operating federally-funded programs. Since contracting with Malcon in 2004, expense recovery submissions have netted \$1,314,000 back into the county General Fund. Professional fees are \$7,315 annually for the years ending December 31, 2018, 2019 and 2020. Chairman Kleinhenz motioned to contract with Malcon for \$7,315/yr. for CAP preparation. Commissioner Lienhoop seconded the motion that passed unanimously. (2-0)

Malinowski also presented an additional **two (2) contracts** for providing expense recovery services for the **Title IV-D Program** operating through the Prosecutor’s and Clerk’s Offices. Eligible costs are 66% reimbursable. Since 2004, nearly \$4 million have been recouped for the Prosecutor’s Office - a substantial number since there is a dedicated staff for child support enforcement. The Clerk’s Office has recovered \$800,000 for reentry into the General Fund. The most notable, recent change has been the level of audit review by the Indiana Department of Child Services (“DCS”) and State Board of Accounts. While some other counties have struggled with those audits, Bartholomew County, in collaboration with Malcon, has easily passed them without incident. Malcon’s services for ensuring compliance with the Cooperative Reimbursement Program Agreement with DCS include, but are not limited to: identifying, compiling, analyzing, and reporting eligible reimbursable expenses; monitoring DCS approval and payment of claims; and providing audit assistance and internal controls. The Prosecutor’s and Clerk’s Offices will each be charged \$750 monthly, per the agreement, until changed or terminated with a 60-day written notice. Commissioner Lienhoop motioned to enter into both agreements. Chairman Kleinhenz seconded the motion that passed unanimously. (2-0)

Next was the consideration of a **Fourth Addendum to Lease** Agreement with Select Physical Therapy Holdings, Inc., as tenant for the premises located at 2675 Foxpointe Drive, Suite D, Columbus. The 36-month lease runs from 1/1/19 through 12/31/21. Tenant will pay \$1,292.50, monthly, plus 25% of condominium fees, quarterly. Changes were made to Section 4, Renewal Option, inserted here:

4. *Renewal Option: Landlord grants to Tenant two (2) options to extend the Lease term for an additional period of one (1) year on the same terms and conditions as this Lease Agreement, except as hereafter set forth. The Options can be exercised only by Tenant delivering written notice of exercise to Landlord at least ninety (90) calendar days before the expiration of the current Lease term. If for any reason Tenant does not deliver this written notice of exercise of the Option when required, the Option will lapse, become void and there will be no further right to extend the Lease term. The fixed minimum rent for the First Option Year [January 1, 2022- December 31, 2022] shall be Sixteen Thousand Twenty-Seven (\$16,027.00) Dollars, payable in monthly installments of One Thousand Three Hundred Thirty-Five Dollars and fifty-eight cents (\$1,335.58), commencing on January 1, 2022 [based on Fifteen Dollars and fifty cents (\$15.50) per square foot multiplied by one thousand thirty-four (1,034) square feet]. The fixed minimum rent for the Second Option Year [January 1, 2023-December 31, 2023] shall be Sixteen Thousand Five Hundred Forty-Four (\$16,544.00) Dollars, payable in monthly installments of One Thousand Three Hundred Seventy-Eight Dollars and sixty-seven cents (\$1,378.67), commencing on January 1, 2023 [based on Sixteen (\$16.00) Dollars per square foot multiplied by one thousand thirty-four (1,034) square feet].*

- End of Insert -

Commissioner Lienhoop moved to sign the lease addendum. Chairman Kleinhenz seconded the motion that passed unanimously. (2-0)

Charlie Day of DLZ presented **Supplement No. 1** to an agreement signed 7/30/18 with **DLZ Indiana, LLC, to provide a situation survey** (boundary with topography mapping) on the proposed site of the new highway garage facility. The subject site is a parcel of rural land located on the north side of East 25<sup>th</sup> Street. An adjoining ten acres to the west of the original tract have been added to the scope of the project, as shown in Exhibit B. An additional \$4,000 will be charged for topographic survey of the 10 acres increasing the total cost to \$21,400. Commissioner Lienhoop motioned to sign Supplement No. 1. Chairman Kleinhenz seconded the motion that passed unanimously. (2-0)

The last item was a request from the **Maintenance Department to ratify an expenditure** for asphalt repair due to a sinkhole in the county parking lot across from the jail. Case Construction invoiced \$4,900 for the work. Milestone was solicited for an estimate, as well, but did not respond. Commissioner Lienhoop motioned to ratify the payment to Case Construction. Chairman Kleinhenz seconded the motion that passed unanimously. (2-0)

The next Commissioners' Meeting will be held on Monday, October 1, 2018, at 10:00 a.m. in the Commissioners' Chambers. There being no other business, the meeting was adjourned.

BARTHOLOMEW COUNTY  
BOARD OF COMMISSIONERS

---

LARRY S. KLEINHENZ, CHAIRMAN

*Absent*

---

RICHARD A. FLOHR, MEMBER

ATTEST:

---

BARBARA J. HACKMAN

---

CARL H. LIENHOOP, MEMBER