

COMMISSIONERS' MEETING
December 23, 2013

The Bartholomew County Commissioners met in regular session on December 23, 2013 in the Governmental Office Building, 440 Third Street, Columbus, Indiana. Chairman Carl Lienhoop called the meeting to order at 10:00 a.m. Commissioners Larry Kleinhenz and Rick Flohr, County Attorney J. Grant Tucker and Auditor Barbara Hackman were also in attendance.

County Assessor Chief Deputy Rita Carr gave the Invocation and led the Pledge of Allegiance.

The first item on the agenda was the approval of the December 16, 2013 Meeting Minutes. Commissioner Kleinhenz made a motion to approve the Minutes, seconded by Commissioner Flohr, and the motion passed unanimously.

Next item on the agenda was the approval of Payroll. Commissioner Flohr made a motion to approve the Payroll, seconded by Commissioner Kleinhenz, and the motion passed unanimously.

The next item on the agenda was the weekly Permit report. Chairman Lienhoop read the New Permits Report dated 12/16/13 to 12/20/2013. Twenty-eight (28) permits had been issued with a fee amount of \$4,847 and an estimated construction cost of \$6,720,480.

County Highway Engineer Danny Hollander asked the Commissioners to ratify the purchase of a replacement sump pump. Chairman Lienhoop made a motion to ratify the expenditure to purchase a circulating sump pump for \$535.78. Commissioner Kleinhenz seconded the motion that passed unanimously.

Engineer Hollander then gave the County Highway Weekly Crew Report which included the following work: plowed and treated roads, mixed salt and sand, made salt brine, cleaned and washed trucks, and put up signs including high water signs.

The next agenda item was a proposal for the purchase of a 2013 or 2014 mid-size vehicle for the County Assessor's Office. County Attorney Grant Tucker opened the bids and they were read by the Commissioners.

<i>Country Chevrolet (N. Vernon)</i>	<i>2014 Chev Cruz</i>	<i>\$15,899</i>
<i>Country Chevrolet (N. Vernon)</i>	<i>2014 Malibu Sedan</i>	<i>\$19,299</i>
<i>Renner Motors (Columbus)</i>	<i>2014 Ford Fusion</i>	<i>\$20,920</i>
<i>Bob Poynter (Columbus)</i>	<i>2014 Dodge Charger</i>	<i>\$22,461</i>
<i>Fletcher Chrysler (Franklin)</i>	<i>2014 Dodge Charger</i>	<i>\$21,651</i>
<i>Fletcher Chrysler (Franklin)</i>	<i>2013 Dodge Charger</i>	<i>\$21,588</i>

Commissioner Kleinhenz made a motion to take the proposals for purchase of Assessor’s Office vehicle under advisement. Commissioner Flohr seconded the motion that passed unanimously.

Next item on the agenda was consideration of the Notice to Bidders for Four (4) Year General Reassessment. County Assessor Lew Wilson stated the service begins 7/1/14 and includes completing the annual adjustment for the next four years separate from the one-year 2014/15 annual adjustment. Commissioner Kleinhenz made a motion to approve the Notice to Bidders for the Four-Year General Reassessment contract. Chairman Lienhoop seconded the motion. Assessor Wilson explained the difference between the four-year contract up for bidding and the recently approved renewal contract is the scope of property types being assessed. The 4-year service focuses on assessment of commercial and industrial properties. The motion having been previously made and seconded passed unanimously.

Assessor Wilson then presented the previously approved Pictometry International Corp. Agreement for Commissioners’ signatures. Commissioner Kleinhenz made a motion to sign the Pictometry Agreement subject to approval by the County’s attorney. Commissioner Flohr seconded the motion that passed unanimously.

Assessor Wilson’s next item of business was requesting a decision on the annual trending service vendor. He presented the Overall Bid Calculations, as shown below. GnA’s bid calculation was footnoted to show reduced charges by using different daily rate charges specific to tasks of varying skill levels. While it was too late for this year, next year’s Notice to Bidders would allow for a similar breakdown and averaging of daily rates for all bidders to ensure consistency and fairness of the bidding process. Bids were received from the following companies:

OVERALL BID CALCUALTIIONS

	DAILY RATES		2013 DAYS	Total Daily	ANNUAL TRENDS	TOTAL BID
MAHERN	\$299	X	331.9	= \$99,238 +	\$29,500 =	\$128,738
GnA	\$300	X	331.9	= \$99,570 +	\$29,500 =	\$129,070
ARC	\$289.50	X	331.9	= \$96,085 +	\$24,950 =	\$121,035
NEXUS	\$550	X	331.9	= \$182,545 +	\$33,500 =	\$216,045
TYLER	\$600	X	331.9	= \$199,140 +	\$27,600 =	\$226,740

Although GNA (Ginny Whipple) uses a base of \$300/day for more difficult work, she agreed in 2013 to lower billing rates for various levels of expertise – particularly for work performed by qualified assistants.

***GnA used 4 different Daily Rate Charges in 2013 - \$300, \$255, \$200 & \$176.**

***The 331.9 Days in 2013 averaged \$262.43 per day**

***GnA has agreed to a similar practice in 2014**

Therefore, the actual numbers may be closer to (using 2013 actual averages):

GnA	\$262.43	X	331.9	= \$87,100 +	\$29,500 =	\$116,600
vs.						
ARC	\$289.50	X	331.9	= \$96,085 +	\$24,950 =	\$121,035

GnA Projected Savings over ARC = \$4,435

***Going with GnA provides more Consistency and Continuity (Don't change horses in mid-stream – particularly when things are going well)**

***Having the Project Manager here 160 to 190 days a year means everything in this type of work**

***GnA puts our County first**

Assessor Wilson recommended continuing on with GnA and supported his recommendation with several notable, non-monetary, intrinsic factors as well as giving an exemplary review of GnA’s work for 2013. County Attorney Tucker confirmed that the County does not always have to go with the lowest bidder of professional services, but may also consider other factors in its decision-making. Attorney Tucker also reminded the Assessor to include bid specifications to ensure a level playing field in the process next year. For example, include the requirement to have someone onsite 160-190 days, and breakdown the daily rate fee structure by categorizing the work/workers to calculate more precise bids instead of bidders having to protect themselves by bidding their highest rate. Assessor Wilson agreed. The Assessor’s Chief Deputy Rita Carr recommended contracting with GnA based on the company’s productivity for 2013. County Auditor Barbara Hackman supported the Assessor’s recommendation stating how the Auditor’s Office was also very pleased with quality of GnA’s work and recognized the importance of consistency and quality for the highly visible and critical function that the Assessor’s

Office provides to its taxpayers. Mike Lovelace, taxpayer, warned the County against alienating future bidders by not taking the lowest bid. Chairman Lienhoop made a motion to accept the Assessor's recommendation to enter into contract with GnA and Commissioner Flohr seconded the motion. The motion passed with 2 votes *FOR* (Commissioners Lienhoop and Flohr) and 1 vote *AGAINST* (Commissioner Kleinhenz).

Next, Tammy Johannesen of the Circuit Court presented proposals for new office furniture to accommodate a new Court employee. Quotes from the Office Hub of Shelbyville (\$2,328) and The Office Shop of Columbus (\$2,792) for comparable furniture items were reviewed. Commissioner Kleinhenz made a motion to accept the lower quote from Office Hub of \$2,327.98 for the purchase of new furniture for the Circuit Court. Commissioner Flohr seconded the motion that passed unanimously.

Director Anita Biehle of the Youth Services Center presented Amendment #1 to the Residential Treatment Services Provider Contract with the Indiana Dept. of Child Services. The original contract runs through 12/31/14. The amendment replaces certain language only with no change to dollar amounts of any kind and becomes effective 2/1/2014. Chairman Lienhoop made a motion to sign the Residential Treatment Services Amendment #1 subject to review and approval by County Attorney Tucker. Commissioner Kleinhenz seconded the motion that passed unanimously.

For miscellaneous business agenda item, Emergency Management Director Dennis Moats, on behalf of the District 8 Task Force, presented three (3) expenditure requests.

1) <i>Zoll Medical Corporation</i>	\$4,554.50
<i>3 AED plus Defibrillators, 3 Lithium batteries and 3 CPR Stat Electrodes</i>	
<i>For the EMS Trailer based in Washington County</i>	
2) <i>Jim Gordon</i>	\$1,731.99
<i>High-speed Printer, Toner, Wireless Fax Machine, Ink</i>	
<i>For the All Hazards Management Incident Team in Jackson Co.</i>	
3) <i>Low-Quote construction company previously approved</i>	\$5,917.69
<i>Construction of bunks and storage area</i>	
<i>For the Harrison Township Trailer</i>	
TOTAL RATIFIED EXPENDITURES	\$12,204.18

Mike Lovelace, taxpayer, questioned whether these expenditures were actually emergency purchases in need of ratification. Director Moats reminded everyone that the District 8 Task Force analyzes the needs and makes requisitions from a federally-authorized equipment list which are then reviewed by a granting committee and ultimately the District Planning Council decides the outcome of requisitions by vote. A second approval is endorsed via acceptance of state budget submissions. After clarification that the work for construction of bunks and storage area had not begun and, therefore, those expenditures were not subject to ratification, Commissioner Kleinhenz made a motion to ratify expenditures for the first two items payable to Zoll Medical Corporation (\$4,554.50) and Jim Gordon (\$1,731.99). Commissioner Flohr seconded the motion that passed unanimously. Commissioner Kleinhenz then made a motion to approve the expenditures for Harrison Township trailer construction costs (\$5,917.69). Chairman Lienhoop seconded the motion that passed unanimously.

There was some discussion of current flood water management and closed roads.

Chairman Lienhoop asked for comments regarding the State Street Annex project. Commissioner Kleinhenz suggested having a dialogue with Columbus Regional Hospital in regards to relocating the Volunteers in Medicine (VIM) Clinic to the County's State Street property along with the Annex Building to facilitate an organized approach in providing volunteer services and to further enhance State Street. His comment was favorably received.

Lastly, miscellaneous business included an announcement that County Offices would be closed Tuesday and Wednesday, December 24th and December 25th, in observance of Christmas.

There being no other business, the meeting was adjourned by Chairman Lienhoop at 11:25 a.m. The next Commissioners' Meeting will be held on Monday, December 30, 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