



HENDRICKS COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE DECEMBER 12, 2017 MEETING

The Hendricks County Board of Commissioners met in regular session at 9:00 AM on Tuesday, December 12, 2017 in the Commissioners' Meeting Room located on the first floor of the Hendricks County Government Center at 355 S. Washington Street, Danville, IN 46122 with the following Hendricks County personnel in attendance:

Phyllis A. Palmer	Commissioner, Vice-President
Bob Gentry	Commissioner
R. Todd McCormack	Executive Director
Mila M. Larose	Administration and Public Affairs
John Ayers	Engineer
Nancy Marsh	Auditor
Gregory E. Steuerwald	Attorney
Erin Hughes	Human Resources Administrator
Kevin Cavanaugh	Facilities Manager
Dr. David Stopperich	Health Officer
Julie Haan	Environmental Health Director
Tammy Brinkman	Director of Public Health Nursing
Doug Morris	I.T. Director
Jeremy Gooch	Chief Public Defender
Curt Higginbotham	Highway Department Superintendent
Jeremy Weber	Parks and Recreation Superintendent
Larry Scott	Assessor
Dave Gaston	Surveyor
Shawn Shelley	Treasurer
Tim Dombrosky	Planning Director
LaDonna Hughes	Animal Shelter Director/Chief Animal Control Officer
Bart Harvey	Highway & Bridge Project Manager
Dave Richardson	Government Center Security
Beth Switzer	CED/Health & Human Sciences Educator
Catherine Haines	Court Administrator
Dan Zielinski	Circuit Court Judge
Michelle Skidmore	Court Reporter
Robert Freese	Superior Court No. 1 Judge
Rhett Stuard	Superior Court No. 2 Judge
Karen Love	Superior Court No. 3 Judge
Stephenie LeMay-Luken	Superior Court No. 5 Judge

PLEDGE TO THE FLAG, PRAYER, AND DETERMINATION OF A QUORUM

Commissioner Palmer opened the meeting at 9:30 AM with a quorum of two (2) Commissioners present and led the Pledge to the Flag in unison. Greg Steuerwald gave a brief prayer for those who wished to participate.

IN THE MATTER OF CLAIMS

Commissioner Gentry moved to approve Direct Deposit Check Numbers 159354 through 159841 and all Budgetary Claims presented from the Auditor's Office for the period beginning November 30, 2017 and ending December 13, 2017, dated December 13, 2017. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0.

**IN THE MATTER OF PROPOSED ORDINANCE FOR PROCESSING FEE FOR MOBILE HOME
TRANSFER AND MOVING PERMITS BY TREASURER**

Commissioner Palmer opened the Public Hearing regarding the proposed Ordinance Establishing Processing Fee for Mobile Home Transfer and Moving Permits by Hendricks County Treasurer at 9:35 AM. Shawn Shelley presented the proposed Ordinance and recommended approval. The Ordinance shall read as follows:

WHEREAS, the policy of the state is to grant local governments all powers that they need for the effective operation of government as to local affairs, as stated in I.C. 36-1-3-2; and

WHEREAS, the County has all powers necessary or desirable in the conduct of its affairs even though not granted by statute; and

WHEREAS, many persons are requesting the Hendricks County Treasurer to issue permits for the moving or transfer of title of mobile homes as required by I.C. 6-1.1-7-10; and

WHEREAS, each such request requires the expenditure of much time and labor by a deputy treasurer and such requests have become an uncompensated burden upon the Treasurer; and

WHEREAS, many counties charge a fee for similar services; and

WHEREAS, it is in the best interests of the residents of Hendricks County that a charge should be made for such services; and

WHEREAS, after study it has been determined that the fee should be Ten Dollars (\$10.00) for each mobile home moving permit or transfer of title permit issued by the Treasurer; and

WHEREAS, this Ordinance does not rescind or conflict with any previous ordinance, state statute or federal law whereby any fees has been established for such service.

NOW, THEREFORE, BE IT ORDAINED, that effective as of 8:00 a.m. on December 13th, 2017, a fee of Ten Dollars (\$10.00) shall be charged by the Hendricks County Treasurer for each mobile home moving permit or transfer of title permit issued by the Treasurer; and

BE IT FURTHER ORDAINED, that the County Treasurer shall post the fee set forth in this Ordinance in a prominent place within the Treasurer's Office where the fee schedule is readily accessible to the public; and

BE IT FURTHER ORDAINED, that such fee shall be paid at, or prior to, the time of the request in cash or by check or money order payable and delivered to the Treasurer of Hendricks County. The sum of Ten Dollars (\$10.00) of each such fee collected shall be deposited in the Hendricks County General Fund.

There were no concerns or objections presented and Commissioner Palmer closed the Public Hearing at 9:37 AM. Commissioner Gentry moved to approve the Ordinance Establishing Processing Fee for Mobile Home Transfer and Moving Permits by Hendricks County Treasurer. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0. Nancy Marsh assigned Ordinance No. 2017-54 to the Ordinance.

**IN THE MATTER OF BID OPENING FOR CULVERT NO. WA-013, CULVERT NO. WA-044,
AND BRIDGE NO. 135**

Commissioner Palmer closed the bids for Culvert No. WA-013, Culvert No. WA-044, and Bridge No. 135 at 9:38 AM. John Ayers opened and read the following bids:

PLANHOLDER	CULVERT NO. WA-013 BID AMOUNT	CULVERT NO. WA-044 BID AMOUNT	BRIDGE NO. 135 BID AMOUNT
Calumet	\$243,100.00	\$507,400.00	No Bid Submitted
Duncan Robertson	No Bid Submitted	No Bid Submitted	\$745,819.99
Halverson	No Bid Submitted	\$570,270.11	\$779,155.84
Henderson	No Bid Submitted	\$595,740.10	No Bid Submitted
Morphey	\$264,000.00	\$629,000.00	No Bid Submitted
White	No Bid Submitted	\$576,593.00	\$875,923.70

John Ayers stated he would take the bids under advisement and would present his recommendations to the Commissioners on a later date.

IN THE MATTER OF 2018 PURDUE EXTENSION CONTRACTUAL SERVICES AGREEMENT

Beth Switzer presented Amendment No. 3 Attachment A of the 2018 Purdue Extension Contractual Services

Agreement in the approved appropriation amount of \$113,270.00 and requested approval.

Commissioner Gentry moved to approve Amendment No. 3 Attachment A of the 2018 Purdue Extension Contractual Services Agreement as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0.

IN THE MATTER OF THANK YOU FROM PLAINFIELD TOWN COUNCIL

Kent McPhail, representative from Plainfield Town Council, thanked the Commissioners for their support of Project Fastball and reported the Project was awarded to the Town of Zionsville.

**IN THE MATTER OF 2018 CAPITAL IMPROVEMENT BOARD APPOINTMENT
RECOMMENDATION**

Commissioner Palmer reported she was contacted by Dan Stevens, representative from Hamilton County Board of Commissioners, requesting Hendricks County's 2018 Capital Improvement Board Appointment recommendation. Commissioner Palmer recommended reappointing Brenda Myers to the Board.

Commissioner Gentry moved to approve Brenda Myers as Hendricks County's 2018 Capital Improvement Board Appointment recommendation. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0.

IN THE MATTER OF COURT PAID TIME OFF (PTO)

Judge Karen Love, Judge Robert Freese, Judge Stephenie LeMay-Luken, Judge Rhett Stuard, and Judge Dan Zielinski reported they were notified by the Auditor's Office staff eight (8) days ago regarding a possible misunderstanding related to the Judges scope of adopting their own County policies for their employees, specifically Court and Probation Department employees. Judge Karen Love referenced a section on Page i of the Hendricks County Government Employee Manual that states: *"Third, while these personnel policies apply to most County employees, they do not apply to all employees. Elected Officials, unless otherwise provided by law, are generally exempt from these policies. Likewise, employees of the Hendricks County Courts should confirm with their respective court whether they are covered by these policies. Additionally, in the event that these policies conflict with policies adopted by the Hendricks County Merit Board that are allowed by law or conflict with other laws specifically applicable to Merit Deputies, then the Merit Deputies' policies (if allowed by law) and laws may control and these policies do not apply."* Judge Karen Love stated the Court considers employees of the Probation Department to be their employees under IC 11-13-1-1 and IC 11-13-1-2.

Judge Karen Love thanked Todd McCormack for taking the time to meet with the Judges in 2016 and 2017 to discuss the discrepancies between the Court Policy and the County Policy and advised that after the meetings with Todd McCormack, the Court did not agree to adopt the County's PTO Policy, which is a tiered system based on continuous years of service and rollover amounts are capped at specific amounts for each tier. Judge Karen Love stated their current Paid Time Off (PTO) Policy for Probation Department employees allows them to rollover a maximum of 420 hours of unused PTO until December 31, 2018; effective January 1, 2019 the rollover maximum will be capped at 252 hours. Neither of these rollover policies match the PTO Policy outlined in the Hendricks County Government Employee Manual, which states effective January 1, 2018 the maximum rollover will be the annual amount of PTO hours accrued during the calendar year (PTO is accrued on a monthly basis). The Judges requested approval to allow Probation Department employees until December 31, 2018 to use up any accrued PTO hours in excess of 252 hours in order to ensure public safety and stated they would be open to discussions with the County to reach a mutually agreeable PTO Policy with the Commissioners and Council moving forward, but could not guarantee all of the Judges would commit to following the same policy.

Commissioner Palmer, Commissioner Gentry, Todd McCormack, and Nancy Marsh discussed the matter and advised that in September of 2016 County employees were forced to elect one of the following three options for their accrued Sick Time:

Option No. 1: Bank up to 315 hours of accrued Sick Time to be used for FMLA purposes only (which will not be paid out upon retirement or termination).

Option No. 2: Receive a payout for one-half of accrued Sick Time.

Option No. 3: Carry over one-half of accrued Sick Time as PTO.

Merit Deputies had the options to bank up to 315 hours of accrued for Sick Time for FMLA purposes and receive a payout for one-half of remaining accrued Sick Time or carry over one-half of remaining accrued Sick Time as PTO leave for any accrued Sick Time in excess of 315 hours.

Failure of an employee to make an election by the November 1, 2016 deadline date would result in the Sick Time being converted to the banked FMLA option. Any accrued Sick Time converted to PTO and any accrued PTO in excess of the tiered rollover maximums stated in the Employee Manual, must be used up before January 1, 2018, or be forfeited.

The Court and Probation Department employees did not follow this procedure outlined in the Employee Manual and the Judges are now asking for a special exception be made for their employees.

Commissioner Palmer stated the goal of the County is to be fair and consistent to all County employees. Commissioner Palmer and Commissioner Gentry inquired if there was a way to table the matter for a decision to be made once Commissioner Whetstone returns and once there is time to further discuss the matter with the Council. Todd McCormack advised the Council needs to be involved in making this decision because it involves a potential payout issue, and referenced a currently settled Owen County case where a decision by the Commissioners was overturned due to the Council not being involved in the decision. Todd McCormack recommended following the procedure outlined in the Employee Manual for employees who failed to elect a conversion option by the deadline date, convert the excess hours to banked FMLA to preserve the hours, and then revisiting the matter to make a final decision once discussed with Commissioner Whetstone and the Council since it is a potential financial impact to the County.

The Judges advised that option was not an acceptable option as they feel their employees were not given adequate time to make an election. Commissioner Palmer questioned Judge Love regarding the receipt of the Employee Manual back in 2016; Judge Love confirmed the Employee Manual was received back in 2016, but due to the section on Page i that she referenced earlier, they advised their employees the Policy did not apply to them because it states the Policy does not apply to all County employees and felt they were exempt.

Commissioner Palmer moved to extend the deadline date to September 1, 2018 for all County employees to use up any accrued PTO hours in excess of the maximum rollover amount. Commissioner Gentry seconded the motion and the motion was approved unanimously 2-0-0.

IN THE MATTER OF AWARDING THE 2018 HIGHWAY DEPARTMENT PRODUCTS AND SUPPLIES

John Ayers presented award recommendations and contracts for the 2018 Highway Department Products and Supplies and requested approval as follows:

VENDOR	PRODUCTS AND SUPPLIES
243 Quarry	Aggregates; Primary for Crushed Stone
Lincoln Park	Aggregates; Secondary for Crushed Stone
Asphalt Materials	Bituminous Materials; Liquid Asphalt AE-90 and RS2 F.O.B.
Milestone	Bituminous Materials; HMA Intermediate Type A F.O.B., HMA Surface Type A F.O.B., HMA Intermediate Type A Paver Laid, HMA Surface Type A Paver Laid, Cold Mix, and Liquid Asphalt AE-90 Applied
Co-Alliance	Fuel; E-10 Unleaded Reg., Premium Diesel, and Premium Diesel Winterized
Civilcon	Pipe; Galvanized, Aluminized, and PVC/HDPE
Core & Main	Pipe: PVC/HDPE
E3 Bridge	Pipe; Galvanized, Aluminized, and PVC/HDPE
Metal Culverts, Inc.	Pipe; Galvanized and Aluminized
St. Regis	Pipe; Galvanized, Aluminized, and PVC/HDPE

Commissioner Gentry moved to approve awarding the contracts for the 2018 Highway Department Products and Supplies as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0.

IN THE MATTER OF BRIDGE NO. 192

John Ayers presented Supplemental Agreement No. 2 for from SJCA, P.C. for Bridge No. 192 on County Road 1100 South over McCracken Creek and requested approval. John Ayers advised there were increased costs due to the mitigation design for the project, resulting in an increase of \$17,800.00.

Commissioner Gentry moved to approve Supplemental Agreement No. 2 from SJCA, P.C. as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0.

IN THE MATTER OF CULVERT NO. WA-013

John Ayers presented Supplemental Agreement No. 1 from Eagle Ridge Civil Engineering Services, LLC. for Culvert No. WA-013 under Raceway Road and requested approval. John Ayers advised there were increased costs due to the mitigation design for the project, resulting in an increase of \$5,375.00.

Commissioner Gentry moved to approve Supplemental Agreement No. 1 from Eagle Ridge Civil Engineering Services, LLC. as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0.

IN THE MATTER OF INDOT COUNTY BRIDGE INSPECTION CONTRACT

John Ayers presented the INDOT Contract for County Bridge Inspections for Cycle Years 2018 through 2021 and recommended approval.

Commissioner Gentry moved to approve the INDOT Contract for County Bridge Inspections as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0.

IN THE MATTER OF RONALD REAGAN PARKWAY EXTENSION

John Ayers requested permission to proceed with right-of-way condemnation as discussed during the November 14, 2017 Commissioners' Executive Session. Consensus was given to proceed with condemnation.

IN THE MATTER OF COUNTY ROAD 800 SOUTH CLOSURE

John Ayers reported County Road 800 South, just west of Old 267, will be closed this week for the installation of a box culvert by Milestone as part of an agreement to allow temporary usage of the US Aggregate property.

IN THE MATTER OF COUTNY ROAD 1000 EAST CLOSURE

John Ayers reported County Road 1000 East, just north of County Road 600, is still closed for the bridge replacement due to some issues with materials for the project.

IN THE MATTER OF 2017 COMMUNITY CROSSINGS GRANT SUBDIVISION PAVING PROJECT

John Ayers reported approximately 4.5 subdivisions were repaved this fall as part of the 2017 Community Crossings Grant before the weather inhibited the work. The Project will resume in the spring.

Commissioner Palmer reported an email was received from a resident thanking the County for repaving their subdivision and John Ayers stated there has been lots of positive feedback regarding the Project.

IN THE MATTER OF COURT PAID TIME OFF (PTO)

John Ayers advised all other County employees received notification and had to make the PTO conversion election in the fall of 2016, as the Courts employees are having to do now. Commissioner Palmer stated she agreed and struggled with making a decision, but due to the reference made to the section on Page i of the Employee Manual, felt compelled to make the motion. John Ayers stated he recognizes the Commissioners are in a tough place with the definition of Court employees, but advised it is frustrating to all other employees went

through this process in 2016, which cost a lot of employees a lot of PTO hours.

Tim Dombrosky stated the workers who got hired at the end of the day made the same as the workers that got hired at the beginning. Tim Dombrosky advised he doesn't feel slighted by the Commissioners' generosity to the Courts and would appreciate consideration be given to allow all County employees additional time to use their accrued PTO hours instead of converting them like they had to in the fall of 2016.

IN THE MATTER OF MAINTENANCE EDGE WORK ORDER SYSTEM

Kevin Cavanaugh reported Maintenance Edge is up and running now and they are able to receive work orders from the user representing each department.

IN THE MATTER OF ENDEAVOR COMMUNICATIONS AT COURTHOUSE ANNEX

Kevin Cavanaugh reported the matter was tabled until the December 26, 2017 Commissioners' Meeting.

IN THE MATTER OF ANIMAL SHELTER ACCESS CONTROL

Kevin Cavanaugh presented a KST Security contract for installation of an access control system at the Animal Shelter, as in other County buildings, in the amount of \$42,791.27 and requested approval. Kevin Cavanaugh advised funds are already available to cover the expense.

Commissioner Gentry moved to approve the KST Security contract for installation of an access control system at the Animal Shelter as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0.

IN THE MATTER OF FACILITIES DEPARTMENT SAFETY TRAINING

Kevin Cavanaugh presented a SafeMetrics, LLC. contract to provide quarterly safety training during 2018 for the Facilities Department in the amount of \$475.00 per session and requested approval. Kevin Cavanaugh advised funds are already available to cover the expense.

Commissioner Gentry moved to approve the SafeMetrics, LLC. contract to provide quarterly safety training during 2018 for the Facilities Department as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0.

IN THE MATTER OF SAFETY DATA SHEET COMPLIANCE

Kevin Cavanaugh presented a SafeMetrics, LLC. contract for the initial development and annual update of Safety Data Sheets (SDS) required for compliance with OSHA's Hazard Communication Standards in the amount of \$900.00 plus \$500.00 for annual updates after the initial year. Kevin Cavanaugh advised funds are already available to cover the expense.

Commissioner Gentry moved to approve the SafeMetrics, LLC. contract for the initial development and annual update of Safety Data Sheets (SDS) required for compliance with OSHA's Hazard Communication Standards as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0.

IN THE MATTER OF WABASH VALLEY POWER SUBSTATION

Kevin Cavanaugh reported Wabash Valley Power wants to proceed with a purchase agreement/contract for the proposed Wabash Valley Power Substation at the County's East Campus and has requested a dollar amount be set for the parcel. Kevin Cavanaugh advised clarification needs to be made to the plans because there appears to be an issue with the right-of-way on the east side of the property where it conflicts with the proposed road the County has for the area. Greg Steuerwald advised the Commissioners not to sell the parcel as presented if there is a potential conflict with the proposed road, because then the County would have to try and get an easement granted back to them by Wabash Valley Power, in order for the County to proceed with constructing the road.

The Commissioners advised three (3) appraisals of the parcel would be needed before setting a dollar amount to it and advised the area in question that conflicts with where the proposed road will be needs to be resolved by

removing the area from the parcel Wabash Valley Power plans to purchase, thus reducing the land amount of their parcel for the project.

IN THE MATTER OF BARNES AND THORNBURG LETTER OF ENGAGEMENT

Todd McCormack presented the Barnes and Thornburg Letter of Engagement and requested approval. Greg Steuerwald advised the hourly rate range would be the highest rate for the partner in charge of the case and other associates and paralegals, who's hourly rate is less, will charge a lower hourly rate for the work they perform and recommended approval.

Commissioner Gentry moved to approve the Barnes and Thornburg Letter of Engagement as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0.

IN THE MATTER OF EMPLOYEE MANUAL REVISIONS

Todd McCormack reported several proposed revisions/suggestions have been received from various Elected Officials/Department Heads and is working to incorporate them and/or answer any questions raised during the process. Todd McCormack advised a draft of the revisions will be submitted to the Commissioners prior to the December 26, 2017 Commissioners' Meeting. Commissioner Palmer inquired if the Judges would have an opportunity to provide their suggestions. Todd McCormack advised the Judges have always had that opportunity and isn't sure if they would or would not provide suggestions. Commissioner Palmer stated the Judges didn't say if they would adopt the Employee Manual or not, they just stated they would review it.

IN THE MATTER OF NASPO VALUEPOINT MASTER PRICE AGREEMENT

Doug Morris presented the NASPO Valuepoint Master Price Agreement for Verizon to allow the addition of the Enterprise Mobility Management feature and requested approval. Doug Morris advised the Agreement will allow savings to the County cell plan overall, which will cover the \$3.75 per line per month charge for the Enterprise Mobility Management feature to be added.

Commissioner Gentry moved to approve the NASPO Valuepoint Master Price Agreement for Verizon to allow the addition of the Enterprise Mobility Management feature as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0.

IN THE MATTER OF REQUEST TO KEEP COUNTY CELL NUMBER AND CELL PHONE

Doug Morris reported Jim Bryan from the Prosecutor's Office has requested he be allowed to keep his County cell number and County cell phone upon retirement and advised the cell phone would need to be declared of no value. Doug Morris advised Jim Bryan's cell phone is an Apple iPhone 5, which is over five years old, and effectively is of no value.

Commissioner Gentry moved to declare Jim Bryan's County cell phone of no value and approve allowing him to keep the cell phone and the cell number. Commissioner Palmer seconded the motion and the motion was approved unanimously 2-0-0. *NOTE: Doug Morris later advised Jim Bryan's County cell phone was not the phone described above, it's a newer Apple iPhone, which does have value and cannot be given away. Therefore, Jim Bryan shall only keep his County cell number.*

IN THE MATTER OF COURTHOUSE PHONE SYSTEM OUTAGE

Doug Morris reported the Courthouse phone system suffered a major outage on December 5, 2017, causing all County voicemail to be down along with all County phones, except for the phones at the Government Center and Jail. It was determined a power supply in the phone system failed, causing enough smoke to set off the fire alarm at the Courthouse, as well as damaging some circuit cards in the phone system. Doug Morris advised the vendor had to order the parts for the repair and reload the system, resulting in the system being down for approximately twenty-four hours. Doug Morris reported Judge Mark Smith emailed indicating his staff had used their personal cell phones to conduct Court business for two days, but effectively the phones were only down one business day. Doug Morris advised that a catastrophic outage like this is rare, but given the age of the County phone system it is not unusual, and plans to explore options in 2018 to replace the phone system.

IN THE MATTER OF EQUIPMENT COSTS ASSOCIATED WITH NEW COUNTY POSITIONS

Doug Morris requested approval to discuss adding a set amount of \$1,500.00 with the Council, to cover the equipment costs associated with adding any new County positions, specifically a desktop phone and computer. Doug Morris advised that in the past if a department added a new position to their department, it was the department's responsibility to fund the equipment costs associated with the new position, but most new positions added after the hiring freeze were funded through grants that covered the equipment costs. Many new positions have been added in 2017, most of which did not have the equipment costs allotted for, forcing Doug Morris to cover the costs from funds intended for other purposes and/or exhaust all equipment supplies. Consensus was given to discuss the matter with the Council.

IN THE MATTER OF WISHES TO BE HEARD

No items presented.

IN THE MATTER OF QUESTIONS FROM THE PRESS

No items presented.

IN THE MATTER OF COUNTY ATTORNEY

No items presented.

IN THE MATTER OF COMMISSIONERS AND ELECTED OFFICIALS

Nancy Marsh reported the Internal Controls Training is complete and thanked everyone for their cooperation.

Commissioner Palmer reported she attend the Council Meeting on December 5, 2017 and a Capital Projects Meeting was held following the Council Meeting. During the Meeting, Commissioner Palmer was advised the request form for future Capital needs had not been sent out as had been done in the past by the former Planning & Building Director, Don Reitz. Todd McCormack advised he spoke with Tim Dombrosky regarding the matter. Tim Dombrosky stated he didn't know he needed to send the form out and was seeking direction. Commissioner Palmer advised the form needed to be sent out in order for the Financial Planner to project the County's future financial needs.

Commissioner Palmer thanked everyone in attendance for their patience during the Commissioners' Meeting and wished everyone a Merry Christmas.

IN THE MATTER OF ACKNOWLEDGMENT OF CORRESPONDENCE

CHECKS RECEIVED

- | | | | |
|---------------|-------------|---------------------------|------------------------------|
| 1. \$5,907.80 | OB Services | Claim No. 0AB213281-01-01 | Sheriff's Department Vehicle |
| 2. \$858.70 | OB Services | Claim No. 0AB213281-01-01 | Sheriff's Department Vehicle |

STAFF REPORTS RECEIVED

1. Receipt was acknowledged for the Human Resources report of November 27, 2017 through December 8, 2017 from Erin Hughes, Human Resources Administrator.
2. Receipt was acknowledged for the weekly Highway Department reports of November 20, 2017 through November 22, 2017 and November 27, 2017 through December 1, 2017 from Curt Higginbotham, Highway Department Superintendent.
3. Receipt was acknowledged for the Animal Control & Shelter report for November 2017 from LaDonna Hughes, Animal Shelter Director/Chief Animal Control Officer.
4. Receipt was acknowledged for the Planning and Building Department's Report of Collections for the collections period October 1, 2017 through October 31, 2017 from Tim Dombrosky, Director of Planning and Building.

CORRESPONDENCE RECEIVED

1. Memo from Paul Miner, Hendricks County Park Board.
 2. Utility Operations Report from Aqua Indiana, Inc.
 3. Summons and Complaint from Saeed & Little, LLP., representing Matthew King, individually and as Representative of the Estate of Bradley King, deceased.
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IN THE MATTER OF ADJOURNMENT

Commissioner Palmer moved to adjourn the Hendricks County Commissioners' Meeting at 11:42 AM on Tuesday, December 12, 2017. Commissioner Gentry seconded the motion and the motion was approved unanimously 2-0-0.


Matthew D. Whetstone, President


Phyllis A. Palmer, Vice President


Bob Gentry, Member