



HENDRICKS COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE NOVEMBER 27, 2018 MEETING

The Hendricks County Board of Commissioners met in regular session at 9:00 AM on Tuesday, November 27, 2018 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:

Matthew D. Whetstone	Commissioner, President
Phyllis A. Palmer	Commissioner, Vice President
Bob Gentry	Commissioner
R. Todd McCormack	Executive Director
Mila M. Shaffer	Administration and Public Affairs
Gregory E. Steuerwald	Attorney
Nancy Marsh	Auditor
John E. Ayers	Engineer
Erin Hughes	Human Resources Administrator
Brett Clark	Sheriff
Kevin Cavanaugh	Facilities Manager
Tim Dombrosky	Planning Director
Eric Ivie	Parks and Recreation Interim Superintendent
Larry Scott	Assessor
Nicole Lawson	Chief Deputy Assessor
Jim Mardis	Regional Sewer/NPEDS Director
LaDonna Hughes	Animal Shelter Director/Chief Animal Control Officer
Curt Higginbotham	Highway Department Superintendent
Catherine Haines	Court Administrator
Dr. David Stopperich	Health Officer
Julie Haan	Environmental Health Director
Mark Masterson	Government Center Security

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

Commissioner Whetstone opened the meeting at 9:00 AM with a quorum of all three (3) Commissioners present and led the Pledge to the Flag in unison. Commissioner Palmer gave a brief prayer for those who wished to participate.

IN THE MATTER OF MINUTES

Commissioner Gentry moved to approve the Minutes of the November 13, 2018 Commissioners' Meeting as presented. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CLAIMS

Questions regarding claims were answered. Commissioner Gentry moved to approve Payroll Check Numbers 110404 through 110407, Direct Deposit Check Numbers 171970 through 172502, and all Budgetary Claims presented from the Auditor's Office for the period beginning November 15, 2018 and ending November 28, 2018, dated November 28, 2018. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF BID OPENING FOR 2019 HIGHWAY DEPARTMENT PRODUCTS AND SUPPLIES

Commissioner Whetstone closed the bids for 2019 Highway Department Products and Supplies at 9:03 AM and

proceeded to open and read the following Bids with John Ayers and Curt Higginbotham. Full Bid information is on file in the Engineering Department.

VENDOR	PRODUCT(S)
Asphalt Materials	Bituminous Materials; RS-2, AE-90, APMA, AE-NT, and AE-PL
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 F.O.B., and AE-60 AESP RS2
Rieth-Riley	Bituminous Materials; HMA Intermediate Type A F.O.B. and HMA Surface Type A F.O.B.
Co-Alliance	Fuel; E-10 Unleaded Reg., Premium Diesel, and Winterized Diesel 70/30 Blend
Mansfield Oil	Fuel; E-10, Premium Diesel ULSD, and Winterized Diesel
Petroleum Traders	Fuel; 87 Octane w/10% Ethanol, Premium Diesel 48+ Cetane, and Premium Diesel Winterized 50+
Pinkerton Oil	Fuel; 87 Octane w/10% Ethanol, Diesel Premium 50+ Cetane, and Premium Diesel Winterized 50+
Civilcon	Pipe; Corrugated Metal, H.D.P.E., and Aluminized
E3Bridge	Pipe; Corrugated, H.D.P.E., and Aluminized
Metal Culverts	Pipe; Corrugated and Aluminized
St. Regis	Pipe; Corrugated, H.D.P.E., and Aluminized
243 Quarry	Stone; #1, #2, #4, #5, #7, #8, AP #8, #9, #11, Double Wash #11, #53, #73, Rip-Rap Revetment, Uniform Rip-Rap, and Shot Rock
Hanson Aggregates	Stone: #2, #4, #5, #9, #11 Washed, #12 Washed, #53, #73, Rip-Rap, Rip-Rap Revetment, and Crusher Run
Lincoln Park	Stone; #0, #1, #2, #4, #5, #8, #9, #11, Double Wash #11, #53, #53 Commercial Grade, #73, Rip-Rap Revetment, and Uniform Rip-Rap
Martin Marietta	Stone; IN #2, 4MOD, IN #8C, IN #9, IN #11C, IN #53, IN #53C, #67, IN #73 Type 0, IN #73C, Rip-Rap, and Rip-Rap Revetment
US Aggregates	Stone; INDOT Snow and Ice Abrasive (Sand)
Whitesville Mill Service Co.	Stone; 1½ x 0 Duraberm, 2½ x 1 Durabase, QA-24 EAG Steel Slag Sand, IC Sand, and IN 11 SF

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

Commissioner Gentry moved to accept the Bids as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF ELECTED OFFICIALS

Sheriff Brett Clark commended Sgt. Evan Love for going above and beyond to assist a single parent in Hendricks County and advised there is a link to the full story on the Sheriff Department's Facebook Page.

IN THE MATTER OF LINK HENDRICKS COUNTY AND SYCAMORE SERVICES 2018 THIRD QUARTER INDOT CLAIM VOUCHER

Pat Cockrum, representative from LINK Hendricks County and Sycamore Services, presented the 2018 Third Quarter INDOT Claim Voucher in the amount of \$217,011.00, along with all invoices and receipts supporting the Voucher, and requested approval.

Nancy Marsh reported the Auditor's Office reviewed all invoices and receipts supporting the Voucher and recommended approval to the Commissioners.

Commissioner Gentry moved to approve the Voucher as presented. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF COURT ADMINISTRATION CREDIT CARD LIMIT INCREASE

Catherine Haines requested the Court Administration credit card limit be increased from \$2,000.00 to \$4,000.00 to allow her card to be the overflow card for Courts who reach their credit limit, instead of increasing the credit limit on the credit card for each individual Court.

Commissioner Gentry moved to approve the increase as presented. Commissioner Palmer seconded the motion and the motion was approved by majority 2-0-1; Commissioner Whetstone recused himself from the vote.

IN THE MATTER OF NOTICE TO BIDDERS FOR ANNUAL TRENDING & RELATED SERVICES

Nicole Lawson presented the proposed Notice to Bidders for Annual Trending and Related Services for the Assessor's Office and requested permission to proceed with advertisement with bids being due before 9:00 AM on December 26, 2018.

Commissioner Palmer moved to approve the Notice to Bidders as presented. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF PROPOSED 2019 COMMISSIONERS' MEETING SCHEDULE

Mila Shaffer presented the proposed 2019 Commissioners' Meeting Schedule with a recommendation of changing the last meeting in December of 2019 from December 26, 2019 to December 31, 2019.

Commissioner Palmer moved to approve the Schedule as presented. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF FEDERAL FUNDING LETTER OF SUPPORT

John Ayers presented a Federal Funding Letter of Support for County Road 1000 North to apply for funding for the project and requested approval.

Commissioner Gentry moved to approve the Letter as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF BRIDGE NO. 15 AGREEMENT

John Ayers presented the Agreement for Engineering Services with RQAW Corporation in the amount of \$107,520.00 for Bridge No. 15, carrying County Road 975 North over Ross Ditch, and recommended approval.

Commissioner Gentry moved to approve the Agreement as presented. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF BRIDGE NO. 84 AGREEMENT

John Ayers presented the Agreement for Engineering Services with DLZ Indiana, LLC. in the amount of \$133,850.00 for Bridge No. 84, carrying County Road 350 North over Branch of Ramp Run, and recommended approval.

Commissioner Gentry moved to approve the Agreement as presented. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF BRIDGE NO. 143 AGREEMENT

John Ayers presented the Agreement for Engineering Services with CrossRoad Engineers, PC in the amount of \$109,850.00 for Bridge No. 143, carrying County Road 700 South over Branch of Mill Creek, and recommended approval.

Commissioner Gentry moved to approve the Agreement as presented. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF BRIDGE NO. 200 AGREEMENT

John Ayers presented the Agreement for Engineering Services with SJCA P.C. in the amount of \$104,935.00 for Bridge No. 200, carrying County Road 375 over Branch of McCracken Creek, and recommended approval.

Commissioner Gentry moved to approve the Agreement as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF BRIDGE NO. 201 AGREEMENT

John Ayers presented the Agreement for Engineering Services with USI Consultants, Inc. in the amount of \$104,700.00 for Bridge No. 201, carrying County Road 800 South over McCracken Creek, and recommended approval.

Commissioner Gentry moved to approve the Agreement as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CULVERT NO. GU-081 AGREEMENT

John Ayers presented the Agreement for Engineering Services with DLZ Indiana, LLC. in the amount of \$117,260.00 for Culvert No. GU-081, carrying County Road 1050 East over Branch of East White Lick Creek, and recommended approval.

Commissioner Gentry moved to approve the Agreement as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CULVERT NO. LB-043 AGREEMENT

John Ayers presented the Agreement for Engineering Services with SJCA P.C. in the amount of \$99,060.00 for Culvert No. LB-043, carrying County Road 100 West over Branch of Lake Ditch, and recommended approval.

Commissioner Gentry moved to approve the Agreement as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CULVERT NO. LB-068 AGREEMENT

John Ayers presented the Agreement for Engineering Services with SJCA, P.C. in the amount of \$108,820.00 for Culvert No. LB-068, carrying County Road 1100 South over Branch of Lake Ditch, and recommended approval.

Commissioner Gentry moved to approve the Agreement as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CULVERT NO. MI-035 AGREEMENT

John Ayers presented the Agreement for Engineering Services with USI Consultants, Inc. in the amount of \$82,900.00 for Culvert No. MI-035, carrying County Road 250 East over Hill Orner Legal Drain, and recommended approval.

Commissioner Gentry moved to approve the Agreement as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CULVERT NO. UN-014 AGREEMENT

John Ayers presented the Agreement for Engineering Services with CrossRoad Engineers, PC in the amount of \$84,500.00 for Culvert No. UN-014, carrying County Road 200 West over Branch of West Form of White Lick Creek, and recommended approval.

Commissioner Gentry moved to approve the Agreement as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF RIGHT-OF-WAY POLICY

John Ayers discussed making improvements to existing policies for tree removal and utility construction in the right-of-way to reduce risks of accidents and power outages.

It was the consensus of the Commissioners for John Ayers and Curt Higginbotham to proceed with preparing a draft policy for consideration.

IN THE MATTER OF CROSSROAD ENGINEERS

Chip Charles, representative from CrossRoad Engineers, presented a framed portrait of the completed B & O Trail Phase 3 and 4 to the Commissioners and thanked them for allowing CrossRoad Engineers to work with the County on various projects. A duplicate portrait was also given to the B & O Trail Association.

IN THE MATTER OF RONALD REAGAN PARKWAY

John Ayers requested a decision be made regarding the property owner's request for the County to purchase an approximately seventeen (17) acre parcel from them between the proposed Ronald Reagan Parkway and the west property line along with the right-of-way acquisition required for the project. John Ayers advised this has not been done in the past and he does not see a need to acquire the additional acreage.

Commissioner Gentry reported he did go and look at the parcel and agrees with John Ayers and does not see a need for the County to acquire the additional acreage as it is not needed for the project.

It was the consensus of the Commissioners to proceed with negotiating any possible loss of value to the parcel in with the right-of-way acquisition.

John Ayers reported a meeting with the three (3) consultants is scheduled for next week to plan a mid-December meeting with property owners on the Ronald Reagan Parkway for the purpose of identifying field tile locations.

IN THE MATTER OF ENVIRONMENTAL CLEANUP

John Ayers reported an oil spill in the roadside ditch on Varner Road in Clermont Heights was reported to the County back in October of 2018. Sean Horan contracted with Goode Excavating to perform the cleanup as the specialized nature of the cleanup and disposal were outside of the County Highway's area of expertise. John Ayers advised the cleanup cost \$3,689.78 and requested the amount be paid from the Solid Waste Commissioners' Special Projects Fund.

It was the consensus of the Commissioners for John Ayers to go ahead and pay the cost for the cleanup and then submit a formal reimbursement request to the Solid Waste Commissioners' Special Projects Fund. Commissioner Whetstone requested Mila Shaffer contact Lenn Detwiler to find out the proper procedure for requesting payments from that Fund.

IN THE MATTER OF TOWN OF PLAINFIELD MASTER THOROUGHFARE PLAN UPDATE

John Ayers reported he has been meeting with the Town of Plainfield, working together with them on a location study for a north south route connecting US 40 and I-70, between the west side of Plainfield and State Road 39 as part of the update to their Master Thoroughfare Plan.

IN THE MATTER OF EMPLOYEE NURSING MOTHER'S SPACE

Commissioner Palmer inquired if an alternate location could be found within the Government Center to create the space for employees who are nursing mothers besides creating a new opening onto the wooden floor by the Meeting Rooms.

Kevin Cavanaugh reported that after thoroughly exploring the building he feels this is the best space currently available to create the new area.

IN THE MATTER OF CONGRESSIONAL OFFICE SPACE LEASE

Commissioner Whetstone reported he is awaiting a response from Congressman Jim Baird regarding the continued leasing of the Congressional Office space in the Government Center and advised they've stated they have a letter from the U.S. House stating the rate they are allowed to pay for the lease.

IN THE MATTER OF EMPLOYEE MANUAL AMENDMENT FOR CLOSURES AND DELAYS

Todd McCormack reported the existing section in the Employee Manual regarding closures and delays was written primarily to address all day closures and delays for snow and other weather-related events and presented a proposed revision to this section of the manual.

Commissioner Palmer expressed concerns over using the term "non-essential employees" and inquired if another term could be used instead. Todd McCormack stated he understood her concerns and suggested possible rewording to, "those employees who are not required to work" or something similar and advised the use of the term "non-essential employees" appears to be the normal and suggested term for this type of policy language.

Commissioner Whetstone requested Todd McCormack email the proposed revision to all Elected Officials for their feedback regarding the policy and the use of the term "non-essential employees".

IN THE MATTER OF COUNTY ATTORNEY

No matters presented.

IN THE MATTER OF COMMISSIONERS

Commissioner Palmer reported a Certificate of Recognition has been issued to Andrew Thomas Palmer for earning the prestigious rank of Eagle Scout with the Boy Scouts of America. This is especially sentimental to Commissioner Palmer as Andrew is her youngest grandson. The Certificate of Recognition will be presented to Andrew during his Court of Honor Ceremony on Saturday, December 1, 2018.

Commissioner Palmer reported Steve Patterson, Executive Director for the Hendricks County 4-H Fair, was named the State and Provincial Associations of Fairs Executive of the Year on November 26, 2018 at the International Association of Fairs and Expositions 128th Annual Convention held in San Antonio, Texas. The Executive of the Year Award goes to an association executive who has been in the position for at least five (5) years, have to be recommended by their association, and are judged on their participation and involvement in their local, state, and the State and Provincial Associations of Fairs. Congratulations to Steve Patterson.

IN THE MATTER OF WISHES TO BE HEARD

No matters presented.

IN THE MATTER OF ACKNOWLEDGMENT OF CORRESPONDENCE

CHECKS RECEIVED

1. \$640.35	OB Services	Claim No. 0AB239849-01-01	Sheriff's Department
2. \$733.90	OB Services	Claim No. 0AB242252-01-01	Sheriff's Department

STAFF REPORTS RECEIVED

1. Receipt was acknowledged for the Engineering Department Report of November 27, 2018 from John Ayers.
2. Receipt was acknowledged for the Facilities Department Report of November 27, 2018 from Kevin Cavanaugh.
3. Receipt was acknowledged for the Executive Director's Report of November 27, 2018 from Todd McCormack.
4. Receipt was acknowledged for the I.T. Department Report of November 27, 2018 from Doug Morris.
5. Receipt was acknowledged for the Human Resources Report of November 12, 2018 through November 23,


- 2018 from Erin Hughes.
6. Receipt was acknowledged for the Highway Department Report of October 29, 2018 through November 2, 2018, November 5, 2018 through November 9, 2018, and November 13, 2018 through November 16, 2018 from Curt Higginbotham.
 7. Receipt was acknowledged for the Parks & Recreation Department Report of November 27, 2018 from Eric Ivie.

CORRESPONDENCE RECEIVED


1. Letter from One Beacon Insurance Company regarding Claim No. 0AB241500.
2. Notice of Public Hearing by the Avon Plan Commission from Drees Homes regarding Stone Haven.
3. Letter from American Structurepoint regarding DES. No. 1701551, Small Structure Improvement Project, I-70 over Unnamed Ditch, approximately 3.5 miles east of State Road 39 near Mooresville in Guilford Township.

IN THE MATTER OF ADJOURNMENT

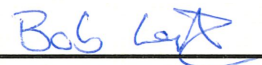
Commissioner Gentry moved to adjourn the Hendricks County Commissioners' Meeting at 10:00 AM on Tuesday, November 27, 2018. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.



Matthew D. Whetstone, President



Phyllis A. Palmer, Vice President



Bob Gentry, Member