



HENDRICKS COUNTY BOARD OF COMMISSIONERS **MINUTES OF THE MARCH 10, 2020 MEETING**

The Hendricks County Board of Commissioners met in regular session at 9:00 AM on Tuesday, March 10, 2020 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:

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| Phyllis A. Palmer | Commissioner, President |
| Matthew D. Whetstone | Commissioner, Vice President |
| Bob Gentry | Commissioner |
| R. Todd McCormack | Executive Director |
| Mila M. Shaffer | Administration and Public Affairs |
| Graham Youngs | Attorney |
| Nancy Marsh | Auditor |
| Brett Clark | Sheriff |
| David Wyeth | Council President |
| David Cox | Councilman |
| Larry Scott | Councilman |
| Tami Mitchell | Financial Administrator |
| John Ayers | Engineer |
| Erin Hughes | Human Resources Administrator |
| Kevin Cavanaugh | Facilities Manager |
| Doug Morris | I.T. Director |
| Dr. David Stopperich | Hendricks County Health Officer |
| Tim Dombrosky | Planning Director |
| Tiffany Dalton | Chief Deputy Surveyor |
| Catherine Haines | Court Administrator |
| Nicole Lawson | Assessor |
| LaDonna Hughes | Animal Shelter Supervisor/Chief Animal Control Officer |
| Lise' Crouch | Emergency Management Coordinator/Administrative Assistant |
| Gary Sowers | Financial Admin./Drainage Board Coordinator |
| Mark Chmielewski | Government Center Security Deputy |
| Ryan Lemley | Parks and Recreation Superintendent |

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

Commissioner Palmer opened the Meeting at 9:06 AM with a quorum of all three (3) Commissioners present and led the Pledge to the Flag in unison. Commissioner Whetstone gave a brief prayer for those who wished to participate.

IN THE MATTER OF MINUTES

Commissioner Whetstone moved to approve the Minutes of the February 25, 2020 Commissioners' Meeting as presented. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CLAIMS

Commissioner Whetstone moved to approve Direct Deposit Check Numbers 189986 through 190492 and all Budgetary Claims presented from the Auditor's Office for the period beginning February 27, 2020 and ending March 11, 2020. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF WELCOME HOME VIETNAM VETERANS DAY PROCLAMATION

Commissioner Palmer presented Rhonda Beck, representative from the DAR Wa-Pe-Ke-Way Chapter, with the Proclamation proclaiming March 29, 2020 as “Welcome Home Vietnam Veterans Day” in Hendricks County.

Rhonda Beck announced the Chapter would be holding their annual Recognition Brunch for Hendricks County Vietnam War era Veterans on March 26, 2020 at 9:00 AM at the Brownsburg American Legion Post 331.

IN THE MATTER OF ZA 471/20: I-70 WEST, LLC.

Tim Dombrosky presented an Ordinance to amend the zoning map of Hendricks County, from AGR/Agriculture Residential District to PB/Planned Business Park District, commonly known as ZA 471/20: I-70 West, LLC., S26-T14N-R1W, Liberty Township, 1 parcel totaling 7.75 acres, located at 1330 and 1396 E. County Road 1000 S., Clayton IN 46118 and recommended approval. Tim Dombrosky advised the Plan Commission approved this zoning amendment unanimously during their February 11, 2020 Meeting, 5-0-0, with one (1) remonstrator, Rachele Baker, resident of 9675 S. County Road 100 E. in Clayton present. Tim Dombrosky stated Rachele Baker believed proper public notice was not given and advised policy was followed for notification.

Commissioner Whetstone moved to approve the Ordinance as presented. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0. Nancy Marsh assigned Ordinance No. 2020-09 to ZA 471/20: I-70 West, LLC.

IN THE MATTER OF FINANCIAL SOLUTIONS GROUP, INC.

Commissioner Palmer presented the two Proposals and one (1) Agreement from Financial Solutions Group, Inc.; Proposal for General Financial Consulting Including Budget and Sustainability/Revenue and Spending Plan to be charged hourly not to exceed a total of \$25,000.00, Proposal for Professional Services for Hendricks County Jail Sustainability to be charged hourly, and Agreement for Income Tax Bonds estimated to be \$60,000.00. Commissioner Palmer inquired if these were discussed at the March 3, 2020 Council Meeting.

Todd McCormack advised they were approved by the Council as a recommendation to the Commissioners.

Commissioner Whetstone moved to approve all three (3) as presented. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF W.S. GIBBS MEMORIAL PARK UPDATE

Ryan Lemley provided a brief update on the status of W.S. Gibbs Memorial Park and advised the lowest bid for Phase 1 development came in at \$1,498,178.80, roughly \$45,000.00 higher than their entire budget of \$1,452,657.14, abolishing their remediation allotment. Ryan Lemley reported four (4) bids were received; \$1,498,178.80 from John Hall, \$1,700,335.20 from Cooper, \$1,903,802.00 from CRM, and \$2,245,870.56 from Conexco. Awarding will go to the lowest responsive and responsible bidder. Ryan Lemley advised he will inform the Council of the additional appropriation needed for the development after the March 23, 2020 Avon Plan Commission Meeting, stated he emailed Council President Wyeth to let him know, and advised the remediation allowance concerns are a left-hand turn lane into the Park off of Gibbs Road and sidewalks in the area.

Commissioner Whetstone recommended Ryan Lemley attend the Joint Workshop to discuss possible funding.

IN THE MATTER OF BLACKMORE & BUCKNER ROOFING PROPOSAL

Kevin Cavanaugh presented the Blackmore & Buckner Roofing Proposal in the amount of \$10,575.00 for repairs to the Government Center and requested approval. Kevin Cavanaugh advised he has current funds available.

Commissioner Gentry moved to approve the Proposal as presented. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0. Commissioner Palmer requested the work not affect access to the building during tax time and upcoming elections.

**IN THE MATTER OF C.H. GARMONG & SON, INC. AGREEMENT FOR CONSTRUCTION
MANAGER AS CONSTRUCTOR**

Kevin Cavanaugh presented the C.H. Garmong & Son, Inc. Agreement for Construction Manager as Constructor in an amount not to exceed \$66,966.00 for the preconstruction phase of the new Jail and Sheriff's Office and requested approval.

There was discussion amongst the Commissioners, Graham Youngs, Kevin Cavanaugh, RQAW, and Garmong regarding the Agreement.

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

IN THE MATTER OF RQAW CORPORATION ERRORS AND OMISSIONS INSURANCE

Commissioner Whetstone inquired if the additional errors and omissions insurance to the RQAW Corporation Contract for the design of the new Jail and Sheriff's Office should be added.

Kevin Cavanaugh stated that based upon RQAW's past performance he does not recommend purchasing it.

**IN THE MATTER OF CSX TRANSPORTATION AGREEMENT FOR ADDITIONAL FEES FOR
BRIDGE NO. 290**

John Ayers presented the CSX Transportation Agreement for Additional Fees for Bridge No. 290 on Dan Jones Road over CSX in the amount of \$9,900.00 and recommended approval.

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

IN THE MATTER OF MASTERMIND CONTRACT FOR UPDATING NO PASSING ZONES

John Ayers presented the Mastermind, LLC. Contract for updating no passing zones in the amount of \$96,775.00 and recommended approval. All county roads will be driven and measured to determine passing zones and striping requirements. John Ayers advised he has current funds available.

Commissioner Gentry moved to approve the Contract subject to approval by Counsel. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

**IN THE MATTER OF MEMORANDUM OF UNDERSTANDING WITH
BROWNSBURG FIRE TERRITORY**

John Ayers presented the Memorandum of Understanding (MOU) with Brownsburg Fire Territory to utilize the houses located at 7805 N. CR 900 E., 8320 N. CR 900 E., and 8950 E. CR 750 N. for training purposes, including burning, and recommended approval. John Ayers advised this only gives authorization for Brownsburg Fire Territory and stated any other entities would need a separate agreement to be on the properties.

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

IN THE MATTER OF COVID-19 (CORONAVIRUS) UPDATE

Dr. David Stopperich provided an update regarding COVID-19 (Coronavirus) and expressed the importance of remaining calm, not panicking, and utilizing proper hygiene to help decrease the spread of the virus. Dr. Stopperich stated to trust the system, meaning the State or County Health Department will contact you if you've been in direct contact with an individual who has tested positive.

Hendricks Regional Health has a dedicated 24/7 hotline, (317) 520-5500, that offers free telephone screenings and was created to educate the community and provide guidance on who should and should not be tested.

IN THE MATTER OF ELECTED OFFICIALS

Sheriff Brett Clark reported extra precautions to prevent the spread of COVID-19 (Coronavirus) were implemented at the Jail, including but not limited to screening incoming inmates, additional cleaning and sanitizing of the facility with DOC approved products, and extra hand sanitizing of the inmates leaving for and returning from court.

Council President Wyeth thanked the Commissioners and Dr. Stopperich for providing a COVID-19 update.

Commissioner Whetstone reported the Indianapolis Airport Authority reviewed their cleaning products and processes and implemented additional cleaning and sanitizing procedures and advised airlines are doing the same in an effort to reduce the spread of the virus.

IN THE MATTER OF PROPOSED ORDINANCE FOR MAINTENANCE ALONG RIGHT-OF-WAYS

John Ayers requested a Public Hearing be scheduled for a proposed Ordinance to assist in the maintenance of trees and vegetation on private property that create liability and maintenance issues in the County right-of-way. The proposed ordinance would require the owners of all trees, shrubs, vines, and all plant life growing in, on, or along any street, alley, sidewalk, or highway of the County to keep them trimmed and pruned in such a manner that anything extending over, on, along, across, or into any County sidewalk, streets, alleys, and highways be kept a safe distance away from traveled ways.

Commissioner Whetstone moved to approve scheduling a Public Hearing for the matter during the April 14, 2020 Commissioners' Meeting. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL SERVICES

John Ayers presented the Request for Qualifications (RFQ) for Professional Services for Bridge No. 191, Bridge No. 206, Bridge No. 237, Culvert No. CL-019, and Culvert No. GU-064 and recommended approval. Qualifications are due by 3:00 PM on April 13, 2020.

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

IN THE MATTER OF HAMSTRA ACQUISITION SETTLEMENT

John Ayers presented the Emmericus Hamstra Living Trust and Charles Hamstra Settlement and Release Agreement and Sales Disclosure Form for land acquisition for the Ronald Reagan Parkway extension in the amount of \$312,900.00 and recommended approval.

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

IN THE MATTER OF INDOT'S PROPOSED INTERSECTION CHANGES ON US 40

John Ayers reported he has a meeting with INDOT, Cascade Schools, and the Sheriff's Office on April 20, 2020 to discuss INDOT's proposed intersection changes at US 40 and County Road 200 West and County Road 0.

IN THE MATTER OF NEW JAIL AND SHERIFF'S OFFICE

Kevin Cavanaugh requested permission to clear some of the storage area at the East Campus Building to create space for Garmong Construction Services to house their field office during the construction of the new Jail and Sheriff's Office, potentially saving the County up to \$1,000.00 per month in general conditions costs. Kevin Cavanaugh advised Garmong would be provided with a separate and secure entrance from the other entrances to the building and stated their operation would not interfere with the operation of the Parks and Recreation Department.

It was the consensus of the Commissioners to allow Garmong to utilize an area in the East Campus Building.

IN THE MATTER OF ENTERPRISE FLEET VEHICLES

Todd McCormack reported all but one (1) of the fourteen (14) Enterprise Fleet vehicles for 2020 have been delivered. The vehicle for the Parks and Recreation Department is scheduled to be delivered in early April. Todd McCormack thanked Mila Shaffer for her help in coordinating the delivery and pick up of the vehicles.

Todd McCormack advised he confirmed with Enterprise that the vehicles are being taken to auction without any additional cleaning or detailing. The exteriors are generally pretty clean, but the interiors need attention. Todd McCormack stated he is going to see if Enterprise could detail the vehicles, and if so, what the charge would be.

IN THE MATTER OF FLEET CAR WASH PROPOSAL

Todd McCormack presented a Fleet car wash proposal from Crew Car Wash in the amount of \$3,150.00 for five hundred (500) Basic washes and recommended approval on a trial basis. Todd McCormack reported he did receive a proposal from Prime Car Wash, but it's more expensive and the location of the facility is less convenient.

The Commissioners advised the employees need to be held responsible for the condition of the vehicles they operate.

Commissioner Whetstone moved to approve the proposal on a trial basis for the leased vehicles. Commissioner Gentry seconded the motion and the motion was approved unanimously.

IN THE MATTER OF COMMENTS FROM THE FLOOR

No matters presented.

IN THE MATTER OF COMMISSIONERS

Commissioner Gentry disclosed he was buying a metal sign from the Boone County Highway Department that was to be taken to recycling and is paying current recycling prices.

Commissioner Palmer reported Jerry Varnholt recently purchased The Republican and thanked him for the series of articles he and Betty Bartley have been running on the Hendricks County Jail. Jerry Varnholt expressed his appreciation for the opportunity to shed light on the situation of the deteriorating Jail.

Commissioner Palmer reported the Emergency Management Advisory Council interviewed three (3) candidates for the Emergency Management Director and hope to make a recommendation soon.

IN THE MATTER OF ACKNOWLEDGMENT OF CORRESPONDENCE

CHECKS RECEIVED

- | | | |
|---------------|---------------------------|---|
| 1. \$1,600.00 | Little Ireland Farm, Inc. | Winning Bidder for Salvage Structures |
| 2. \$4,000.00 | Town of Pittsboro | 2020 Hendricks County Partnership for Water Quality |

TITLES ENDORSED

- | | | | | |
|---------|-------|---------|------------------------|-----------------|
| 3. 2010 | Dodge | Charger | VIN: 2B3AA4CT5AH239377 | To Be Auctioned |
|---------|-------|---------|------------------------|-----------------|

STAFF REPORTS RECEIVED

1. Receipt was acknowledged for the Engineering Department Report of March 10, 2020 from John Ayers.
2. Receipt was acknowledged for the Facilities Department Report of March 10, 2020 from Kevin Cavanaugh.
3. Receipt was acknowledged for the Executive Director's Report of March 10, 2020 from Todd McCormack.
4. Receipt was acknowledged for the I.T. Department Report of March 10, 2020 from Doug Morris.

5. Receipt was acknowledged for the Human Resources Report of February 24, 2020 through March 6, 2020 from Erin Hughes.
6. Receipt was acknowledged for the Highway Department Report of February 9, 2020 through February 14, 2020, February 18, 2020 through February 21, 2020, and February 24, 2020 through February 28, 2020 from Curt Higginbotham.
7. Receipt was acknowledged for the County Treasurer's Monthly Report for the month ending February 29, 2020 from Shawn Shelley.
8. Receipt was acknowledged for the Animal Control & Shelter Report of January 2020 and February 2020 from LaDonna Hughes.
9. Receipt was acknowledged for the Parks & Recreation Department Report of March 6, 2020 from Ryan Lemley.

CORRESPONDENCE RECEIVED

1. USDA Rural Development Summary of Programs Guide.
2. Letter from Marathon Pipe Line, Inc. regarding scheduled right-of-way vegetation clearing.
3. Notice of Public Hearing by the Avon Plan Commission for a project to be known as Map(A) 20-04 Replat Lot 2 Reagan Crossing from EIG14T Development.
4. Notice of Public Hearing by the Avon Plan Commission for a project to be known as Countryside Crossing, Docket No. MAP(F) 20-05/DPR 20-06 from CrossRoad Engineers, P.C.
5. Notice of Public Hearing by the Brownsburg Advisory Plan Commissioner regarding Docket No. PCMA-02-20-1808 from Ice Miller, LLP.
6. Notice of Public Hearing by the Danville Board of Zoning Appeals for the property located at 1200 Sycamore Lane, Danville, Indiana from Comer Law Office, LLC.

IN THE MATTER OF ADJOURNMENT

Commissioner Gentry moved to adjourn the Hendricks County Commissioners' Meeting at 10:28 AM on Tuesday, March 10, 2020. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.



Phyllis A. Palmer, President



Matthew D. Whetstone, Vice President



Bob Gentry, Member