



HENDRICKS COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE SEPTEMBER 24, 2019 MEETING

The Hendricks County Board of Commissioners met in regular session at 9:00 AM on Tuesday, September 24, 2019 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, President
Matthew D. Whetstone	Commissioner, Vice President
Bob Gentry	Commissioner
R. Todd McCormack	Executive Director
Mila M. Shaffer	Administration and Public Affairs
Greg Steuerwald	Attorney
Nancy Marsh	Auditor
John Ayers	Engineer
Brett Clark	Sheriff
Larry Scott	Councilman
Kevin Cavanaugh	Facilities Manager
Curt Higginbotham	Highway Department Superintendent
Dr. David Stopperich	Health Officer
Ginger Harrington	Environmental Health Team Leader
Jeff Corder	Public Health Preparedness Coordinator
Shawn Shelley	Treasurer
Debbie Hoskins	Clerk
Doug Morris	I.T. Director
Kim Galloway	Assistant Engineer
Mark Chmielewski	Government Center Security Deputy
Tim Dombrosky	Planning Director
James Mardis	Regional Sewer/NPES Director
Ryan Lemley	Parks and Recreation Superintendent

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

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

IN THE MATTER OF MINUTES

Commissioner Whetstone moved to approve the Minutes of the September 10, 2019 Commissioners' Meeting as presented. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CLAIMS

Commissioner Gentry moved to approve Check Numbers 110446 through 110447, Direct Deposit Check Numbers 183338 through 183855, and all Budgetary Claims presented from the Auditor's Office for the period beginning September 12, 2019 and ending September 25, 2019, dated September 25, 2019. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF UNFINISHED BUSINESS

No matters presented.

IN THE MATTER OF DOMESTIC VIOLENCE AWARENESS MONTH PROCLAMATION

Cassie Mecklenburg, Executive Director of Sheltering Wings, presented a proposed Proclamation to proclaim October 2019 as Domestic Violence Awareness Month in Hendricks County.

It was the consensus of the Commissioners to approve the Proclamation as presented.

IN THE MATTER OF CERTIFICATION OF LOCAL APPROVAL FOR THE HUD GRANT FOR SHELTERING WINGS

Cassie Mecklenburg, Executive Director of Sheltering Wings, presented the Certification of Local Approval for the HUD Grant and requested approval.

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

IN THE MATTER OF REQUEST FOR CREDIT CARD LIMIT INCREASE

Ginger Harrington requested the credit card limit for the Environmental Health Department be increased from \$2,000.00 to \$5,000.00 to accommodate hotel and travel charges for certain conferences.

There was discussion amongst the Commissioners and Nancy Marsh as to if the \$2,000.00 limit is realistic. Nancy Marsh stated the current limit should be adequate for most departments/offices but may be a hinderance to a few larger ones when numerous employees are attending conferences/training out of town. Nancy Marsh offered to provide a report detailing the limits for all departments/offices.

Commissioner Gentry moved to approve the request to increase the limit to \$5,000.00. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF TZA 04/19: AN AMENDMENT TO THE HENDRICKS COUNTY ZONING ORDINANCE

Tim Dombrosky presented an Ordinance for an amendment to the Hendricks County Zoning Ordinance Chapter 8.3 Non-Residential Design Standards to amend Architectural Design for all non-residential buildings to more closely align the standards to the Towns within Hendricks County and recommended approval. Tim Dombrosky advised the Plan Commission unanimously approved this amendment during their September 10, 2019 Meeting, 5-0-0.

Commissioner Gentry moved to approve the Ordinance as presented. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0. Nancy Marsh assigned Ordinance No. 2019-32: An Amendment to the Hendricks County Zoning Ordinance Chapter 8.3 Non-Residential Design Standards.

IN THE MATTER OF PROPOSAL FOR VOLUNTEER REGISTRATION SYSTEM

Jeff Corder presented a proposal from SafeVisitor Solutions in the amount of \$1,945.00 annually plus \$17.95 per person for a mobile Volunteer Registration System to conduct limited background checks on non-registered volunteers in the event of a catastrophic, large scale emergency in Hendricks County and requested approval. Jeff Corder advised they plan to use grant funds to cover the costs of the System and stated registered volunteers will continue the full background check and registration process currently in place.

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

IN THE MATTER OF REQUEST FOR QUALIFICATIONS FOR JAIL DESIGN SERVICES

Kevin Cavanaugh presented the Request for Qualifications (RFQ) for Architectural Services for the proposed new County Jail and Sheriff's Office and requested approval. Kevin Cavanaugh advised the Jail Review Committee would make a recommendation to the Commissioners after reviewing the RFQs.

The Commissioners advised they would like to conduct interviews with the recommended firms or individuals prior to making a selection and requested a Workshop be scheduled to conduct the interviews, with a final selection being made during the November 12, 2019 Commissioners' Meeting.

Kevin Cavanaugh advised he would amend the dates in the RFQ to reflect the Workshop and final selection.

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

**IN THE MATTER OF REQUEST TO PURCHASE REPLACEMENT VEHICLES FOR HIGHWAY
DEPARTMENT**

John Ayers presented quotes to order two (2) dump trucks in the amount of \$202,300.00 and one (1) pickup truck in the amount of \$37,524.00 to replace three (3) similar vehicles and recommended approval. John Ayers advised funds from their 2020 Budget would be used to cover the cost of the vehicles.

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

IN THE MATTER OF UNOFFICIAL DETOUR REIMBURSEMENT CONTRACT WITH INDOT

John Ayers presented the Unofficial Detour Reimbursement Contract with INDOT in the amount of \$7,500.00 for the road repairs the County incurred due to the SR 75 detour and recommended approval.

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

IN THE MATTER OF SUPPLEMENTAL AGREEMENT NO. 1 FOR BRIDGE NO. 84

John Ayers presented the Supplemental Agreement No. 1 for Engineering Services for Bridge No. 84 with DLZ Indiana, LLC. in the amount of \$3,800.00 for wetland delineation 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 ELECTED OFFICIALS

Debbie Hoskins presented a list of miscellaneous obsolete and/or broken office supplies that have accumulated in the basement of the Courthouse over the years and requested the items be declared of no value so they can be disposed of.

Commissioner Whetstone moved to declare the items of no value so they can be disposed of. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0. The Commissioners advised the items must be destroyed and disposed of and not given away to employees to take home. Greg Steuerwald advised if additional items are discovered, a new request must be made to the Commissioners.

IN THE MATTER OF 5271 E. COUNTY ROAD 750 N., PITTSBORO

John Ayers presented a detailed letter from the property owner of 5271 E. County Road 750 N., in Pittsboro, describing the work he is requesting to perform to enclose his road side ditch, with the County paying for the eastern portion of the enclosure. John Ayers stated the County usually denies such requests for various reasons and advised he has denied this homeowner's request previously and requested the Commissioners make a decision.

There was discussion amongst the Commissioners and John Ayers about this location and the fact the neighboring properties have had similar work performed without obtaining permission and/or input from the County. Commissioner Palmer stated she relies on the recommendation of the County Engineer and will support his recommendation to deny the request as to not set precedence for similar requests.

Commissioner Gentry moved to approve the request as presented with the following caveats:

1. The property owner shall obtain a Right-of-Way Permit from the Engineering Department before the proposed work may begin.
2. The responsibility for issues and/or maintenance shall remain with whomever owns the property described as 5271 E. County Road 750 N. in Pittsboro.
3. If the County has to perform maintenance and/or repairs, the owner of the property at that time shall be invoiced and be responsible for payment of the invoice.
4. The County may remove the structure at any time if it becomes an issue as it is in the County's right-of-way.

Commissioner Whetstone seconded the motion and the motion was approved by majority 2-1-0; Commissioner Palmer opposed as she supports the Engineer's recommendation.

Jim Mardis inquired if an Instrument Number should be referenced on the plat for this property to ensure the caveats remain with the property in the future. John Ayers advised the Right-of-Way Permit remains with the parcel and should be sufficient. Greg Steuerwald stated he would research the matter and give a recommendation.

IN THE MATTER OF COMMENTS FROM THE FLOOR

No matters presented.

IN THE MATTER OF COMMISSIONERS

Commissioner Whetstone requested the County work to establish a plan outlining the rights and responsibilities for the Town, County, and the property owner when a road is annexed by a Town and the surrounding parcels are not as more and more of these matters are being presented. John Ayers requested Greg Steuerwald research the statute affecting such matters for further discussion.

Commissioner Palmer advised there is a Loss Prevention Workshop following the Commissioners' Meeting at 10:30 AM in Meeting Rooms 4/5 and inquired if all employees were invited or only Department Heads/Elected Officials. Erin Hughes stated only Department Heads/Elected Officials were invited.

Commissioner Palmer reported she, Sheriff Brett Clark, Councilman Cox, Roger Call, Megen Morgan, and Kevin Cavanaugh toured the new portion of the Hamilton County Jail and a couple of vendors who specialize in Jail construction products/materials and found the tours to be very informative.

Commissioner Palmer reported Terry Dillon, twenty-five (25) year member of the Hendricks Regional Health Board of Trustees, turned in his resignation to the Commissioners and they will be searching for a replacement to serve the remainder of this four (4) year term. The Commissioners expressed their appreciation to Terry Dillon and for all of his years of service to the County.

IN THE MATTER OF ACKNOWLEDGMENT OF CORRESPONDENCE

TITLES ENDORSED

- | | | | | |
|---------|-------|---------|------------------------|-----------------|
| 1. 2013 | Dodge | Durango | VIN: 1C4RDJFG7DC662331 | To Be Auctioned |
|---------|-------|---------|------------------------|-----------------|

CHECKS RECEIVED

- | | | |
|---------------|-----------------------------------|------------------------------------|
| 1. \$1,000.00 | Henryville Sanitation Corporation | Payment for Resolution No. 2019-29 |
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STAFF REPORTS RECEIVED

1. Receipt was acknowledged for the Engineering Department Report of September 24, 2019 from John Ayers.
2. Receipt was acknowledged for the Facilities Department Report of September 24, 2019 from Kevin Cavanaugh.
3. Receipt was acknowledged for the Executive Director's Report of September 24, 2019 from Todd

McCormack.

4. Receipt was acknowledged for the I.T. Department Report of September 24, 2019 from Doug Morris.
5. Receipt was acknowledged for the Human Resources Report of September 9, 2019 through September 20, 2019 from Erin Hughes.
6. Receipt was acknowledged for the Highway Department Report of August 26, 2019 through August 30, 2019, September 3, 2019 through September 6, 2019, and September 9, 2019 through September 13, 2019 from Curt Higginbotham.
7. Receipt was acknowledged for the County Treasurer's Monthly Report for the month ending August 31, 2019 from Shawn Shelley.
8. Receipt was acknowledged for the Parks & Recreation Department Report of September 20, 2019 from Ryan Lemley.

CORRESPONDENCE RECEIVED

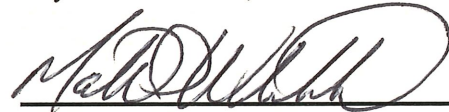
1. Notice of Neighborhood Meeting by Arbor Homes for proposed Town of Plainfield Zoning Map Change, Docket No. PUD-19-082.
2. Amended Complaint for Damages from Stephen B. Caplin, representing Delisa D. Horton.
3. Notice of Claim from Ken Nunn Law Office, representing Candra E. Jones and James Tobias.
4. Letter regarding dead and/or dangerous trees from Harold R. Vangundy.

IN THE MATTER OF ADJOURNMENT

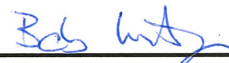
Commissioner Whetstone moved to adjourn the Hendricks County Commissioners' Meeting at 10:02 AM on Tuesday, September 24, 2019. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.



Phyllis A. Palmer, President



Matthew D. Whetstone, Vice President



Bob Gentry, Member