

June 9, 2015

The Hendricks County Board of Commissioners met in regular session at 9:25 AM on Tuesday, June 9, 2015 with a quorum of all three (3) Commissioners in the Commissioners’ Meeting Room on the first floor of the Hendricks County Government Center with the following in attendance:

Bob Gentry	)	
Phyllis A. Palmer	)	Hendricks County Board of Commissioners
Matthew D. Whetstone	)	
Gregory E. Steuerwald		Hendricks County Attorney
Cinda Kattau		Hendricks County Auditor
David Gaston		Hendricks County Surveyor
Brett Clark		Hendricks County Sheriff
Larry Scott		Hendricks County Assessor
Michael E. Graham		Administrator to Commissioners
John Ayers		Hendricks County Engineer
Curt Higginbotham		Hendricks County Highway Superintendent
James McBryant		Director Cypress Manor
Bridgette Collins		Hendricks County Work Release Director
Tammy Brinkman		Hendricks County Director of Nursing
Kevin Cavanaugh		Hendricks County Facilities Manager
Jim Mardis		Hendricks County Clean Water Director
Erin McIntyre		Hendricks County Human Resources Administrator
Catherine Haines		Hendricks County Court Administrator
Judith Wyeth		Secretary to the Commissioners

Commissioner Gentry opened the meeting and led the Pledge to the Flag in unison.

IN THE MATTER OF MINUTES

Commissioner Palmer moved to approve the minutes of the May 26, 2015 meeting, as corrected. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CLAIMS

Commissioner Palmer moved to approve Claims #108144 thru 108174, as presented and all claims presented May 22, 2015 thru June 10, 2015. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF ORDINANCE FOR COMMUNICABLE DISEASE

Commissioner Gentry announced at 9:30 AM the public hearing for the Ordinance for Communicable Disease. There was no one present. It was the consensus of the Commissioners that this ordinance be removed from the agenda today and it was acknowledged that this ordinance was not needed at this time.

IN THE MATTER OF PROCLAMATION - AMATEUR RADIO

Commissioners Gentry acknowledged that Jay Wright has requested the annual Amateur Radio Proclamation for Amateur Radio Week the week of June 23, 2015. Their Amateur Radio Field Day will take place on Saturday, June 27, 2015 at the Hendricks County 4-H Fairgrounds and Conference Complex.

STATE OF INDIANA )  
BOARD OF COMMISSIONERS  
HENDRICKS COUNTY )

P R O C L A M A T I O N

AMATEUR RADIO WEEK

*WHEREAS, the County of Hendricks, has more than 700 licensed Amateur Radio Operators who have demonstrated their value in public assistance by providing emergency radio communications; and*

*WHEREAS, these Amateur Radio Operators donate these services free of charge to Hendricks County in the interest of the citizens of the County as well as the world; and*

*WHEREAS, these Amateur Radio operators are on alert for any emergency, local and Worldwide and practice their communications skills during the American Radio Relay League’s Field Day exercise; and*

*WHEREAS, the Amateur Radio Field Day will take place Saturday, June 27 and Sunday, June 28, 2015 at the Hendricks County 4-H Fairgrounds and Conference Complex.*

*NOW, THEREFORE, we as Commissioners of the County of Hendricks hereby declare the week of June 23, 2015, **AMATEUR RADIO WEEK.***

*In recognition of this important emergency preparedness exercise we call upon all citizens to pay appropriate tribute to the Amateur Radio Operators of Hendricks County.*

*In witness whereof Hendricks County Board of Commissioners, dated this 9<sup>th</sup> day of June 2015.*

(SEAL)

(Signed)

Bob Gentry, President

Phyllis A. Palmer, Vice President

Matthew D. Whetstone, Member

Commissioner Gentry advised he will read this proclamation during their program on Saturday, June 27, 2015

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IN THE MATTER OF WORK RELEASE GRANT

Bridgette Collins presented the Indiana Department of Corrections Grant for consideration of \$25 per day per offender for up to 15 male IDOC offenders, not to exceed \$273,750, over a two year period and shall commence on July 1, 2015 through June 30, 2017. She explained the grant and stated this grant needs approval of the Commissioners, but is to be signed by the Auditor. Commissioner Whetstone moved to approve the IDOC grant, Contract #0036-15, as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

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IN THE MATTER OF MOTORSPORTS ENGINEERING PROGRAM (RLAPS)

Mike Graham explained the Motorsports Engineering Program in the Purdue School of Engineering and Technology, Indiana University-Purdue University, Indianapolis will partner with Race Like A Pro Simulators (RLAPS) in seeking a local government sponsor in obtaining a \$525,000 grant from the Indiana Economic Development Corporation. He stated the grant will be used to develop a race car simulator to be used to train race car drivers and others. Commissioner Whetstone provided a Project Proposal describing this project and gave a brief history of this program. He stressed this is a pass-through grant that will be at no cost to the County. Commissioner Gentry moved to approve the RLAPS grant for the Motorsports Engineering Program, as presented. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

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IN THE MATTER OF WORKFORCE DEVELOPMENT

Mike Graham reported Hendricks County is included in the Region 5 Workforce Development area along with Boone, Hamilton, Hancock, Johnson, Madison, Morgan and Shelby Counties. This is kind of a forced marriage between the State, Federal and local governments to have some local input into the employment programs. He explained local government has some input, but the input tends to be limited and controlled by the State and Federal governments. Mr. Graham stated it basically commits Commissioner Gentry to attend two meetings a year and noted the Commissioners have entered into similar agreements in years past. Commissioner Palmer gave a brief history of her experience serving on this board. Commissioner Palmer moved to sign the Regional Chief Elected Officials Agreement for Region 5, for the Region 5 Workforce Development, as presented. Commissioner

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Gentry seconded the motion. Commissioner Whetstone advised this agreement is through 2020, which will continue past the terms of the current Hendricks County Commissioners. The motion was approved unanimously 3-0-0.

IN THE MATTER OF 2016 HOLIDAY CALENDAR 2016

Receipt was acknowledged of a request to approve the 2016 Holiday Calendar. The following draft 2016 holiday calendar was presented:

**HOLIDAY CALENDAR**

**2016**

<i>NEW YEAR’S DAY</i>	<i>FRIDAY</i>	<i>JANUARY 1, 2016</i>
<i>MARTIN LUTHER KING, JR. DAY</i>	<i>MONDAY</i>	<i>JANUARY 18, 2016</i>
<i>PRESIDENTS’ DAY</i>	<i>MONDAY</i>	<i>FEBRUARY 15, 2016</i>
<i>GOOD FRIDAY</i>	<i>FRIDAY</i>	<i>MARCH 25, 2016</i>
<i>PRIMARY ELECTION DAY</i>	<i>TUESDAY</i>	<i>MAY 3, 2016</i>
<i>MEMORIAL DAY</i>	<i>MONDAY</i>	<i>MAY 30, 2016</i>
<i>INDEPENDENCE DAY</i>	<i>MONDAY</i>	<i>JULY 4, 2016</i>
<i>LABOR DAY</i>	<i>MONDAY</i>	<i>SEPTEMBER 5, 2016</i>
<i>COLUMBUS DAY</i>	<i>MONDAY</i>	<i>OCTOBER 10, 2016</i>
<i>GENERAL ELECTION DAY</i>	<i>TUESDAY</i>	<i>NOVEMBER 8, 2016</i>
<i>VETERANS’ DAY</i>	<i>FRIDAY</i>	<i>NOVEMBER 11, 2016</i>
<i>THANKSGIVING</i>	<i>THURSDAY</i>	<i>NOVEMBER 24, 2016</i>
<i>THANKSGIVING HOLIDAY</i>	<i>FRIDAY</i>	<i>NOVEMBER 25, 2016</i>
<i>CHRISTMAS EVE (Close at Noon)</i>	<i>FRIDAY</i>	<i>DECEMBER 23, 2016</i>
<i>CHRISTMAS (Observed)</i>	<i>MONDAY</i>	<i>DECEMBER 26, 2016</i>

There was discussion of the proposed 2016 holiday calendar. Commissioner Whetstone moved to approve the 2016 Holiday Calendar as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF RECORDER’S OFFICE

Receipt was acknowledged of a request from Recorder Theresa Lynch to renew an agreement for the Agent of Record CSC – Computer Company, for the computer system in the Recorder’s office. Attorney Greg Steuerwald advised he had a couple of minor changes to this agreement before it is presented. It was the consensus of the Commissioners to continue the agreement for the Recorder’s Office.

IN THE MATTER OF INMATE HEALTH SERVICES AGREEMENT

Sheriff Brett Clark presented the Sheriff’s Department medical services agreement with Advance Medical Care for medical care of inmate. This is an Agreement for Provision of Inmate Health Services for Hendricks County,

Indiana with Advanced Correctional Healthcare, Inc. (ACH), an Illinois Corporation. He stated ACH has added a provision about electronic record keeping to the contract and rather than adding an addendum they revised the contract. This is a replacement of the contract that was approved and signed May 12, 2015 and noted this contract includes the addition of Section 1.7 Electronic Medical Records (EMR). Commissioner Whetstone moved to approve the revised Inmate Health Services Agreement with Advance Medical Care, as Contract #0037-15..

Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF SR 39 UNOFFICIAL LOCAL DETOUR

John Ayers reported the County entered into an agreement with INDOT to use CR 500 North and North Washington Street as an Unofficial Local Detour Route for SR 39 last year during repair/replacement. He stated we had some damages and filed a claim with INDOT for reimbursement in the amount of \$1,875. INDOT has now submitted a contract for that reimbursement and he recommended approval. Commissioner Whetstone moved to approve the Unofficial Detour Reimbursement Contract with INDOT for SR 39, as contract #0038-15, in the amount off \$1,875, as recommended by the County Engineer. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF NEIGHBORHOOD PAVING

John Ayers responded to the Commissioners request that he develop a policy for neighborhood paving that allows a subdivision to contribute 50% of the cost in order to get the subdivision paved . He stated he developed a draft policy and sent the first version to the Commissioners several weeks ago for comments and that he has now made some of those requested changes. He presented the revised draft for further review. There was discussion of the revised policy. Mr. Ayers stated he was not in favor of adopting this policy. Curt Higginbotham stated Hendricks County has 0 miles of roads that are unpaved and this policy could be a good tool. It was the consensus of the Commissioners for Greg Steuerwald and John Ayers to continue to work on the paving policy.

IN THE MATTER OF LEWIS LAKE

Commissioner Whetstone acknowledged receipt of a letter from Harlan Hinkle relative to roads in Lewis Lake, near Brownsburg, and referred the letter to County Engineer John Ayers to check.

IN THE MATTER OF WILSON ROAD

John Ayers stated he is checking with the City of Indianapolis on issues of pavement conditions on Wilson Road in northeastern Brown Township relative to their portion of this area.

IN THE MATTER OF WHEEL TAX

Commissioner Palmer requested there be more signs placed in the County acknowledging road improvements that were funded from the Wheel Tax. John Ayers clarified all hot mix for County roads is funded by the Wheel Tax. Curt Higginbotham sated the Highway Department has such signs and does put them out for some projects. Commissioner Whetstone encouraged Curt Higginbotham and John Ayers to ask Council for additional funding to do more resurfacing and offered to attend their meeting to support this request.

IN THE MATTER OF POLE POLICY

John Ayers addressed the previous discussions of Hendricks County’s requirements for roadside improvements

on new platting and development projects and if they should be changed. He explained the Ordinance currently requires the construction of a minimum 7’ shoulder and traversable side ditch on all platted developments. He stated in conjunction with that we have always required trees within that area to be removed with some exceptions, and have always asked for the relocation of any utility poles in that area to locations as far away from the roadway as is practical. This has been the practice for many years. Mr. Ayers presented some suggestions and alternatives on these issues along with some proposed solutions for consideration. He also sated he was not in favor of waiving roadside improvements.

Insurance Agent John Parmley, explained poles can be a liability.

Commissioner Gentry requested utility companies present to the Plan Commission for further consideration.

Jim Mardis advised the key drainage issues are the road side ditches.

Don Arnholt, Chief Executive Officer Hendricks Power, clarified the policy process with the Plan Commission, a public hearing for the Subdivision Control Ordinance and to bring back to the Commissioners for approval. He stated all utilities should be encouraged to participate.

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IN THE MATTER OF LEDGEWOOD - CR 475 EAST

John Ayers gave an update from the last meeting when there were several residents of CR 475 East and LedgeWOOD complaining about drainage. He explained he has looked at the area, met with the Surveyor and has identified areas where we could construct improvements. He stated many of the issues along CR 475 can be averted if drainage from north of CR 150 North is diverted westward along CR 150 North, directly to Abner Creek rather than routing it through the side ditches along CR 475 East. He stated they will do some surveying and begin design on this work and it will probably require an easement or additional right-of-way. David Gaston, Surveyor, also is proposing some improvements in LedgeWOOD.

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IN THE MATTER OF RONALD REAGAN PARKWAY

John Ayers announced Brownsburg will be issuing their Bonds for their share of the Ronald Reagan Parkway extension on June 9 and will be closing on June 30, 2015. It was the consensus of the Commissioners for the County to provide the full amount of the local match to INDOT to avoid any delays and to be paid back by the Town of Brownsburg for their share

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IN THE MATTER OF POLICIES

Kevin Cavanaugh presented a draft copy of the Hendricks County Government Owned Facilities, Furniture, Fixtures & Equipment (FF&E) Policy. He also presented a draft of the Hendricks County Government County Owned Facilities Interior Painting Policy and requested for the Commissioners to review and comment on these policies. It was the consensus of the Commissioners to set up a workshop to review policies on Tuesday, June 23, 2015 at 1 PM.

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IN THE MATTER OF SUPERIOR 3

Kevin Cavanaugh reported the need for some cosmetic work in Superior 3 and explained the emergency carpet replacement in the bench area. He requested for the Commissioners to review and comment on these changes and he will come back next meeting with additional information.

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## IN THE MATTER OF CURT HIGGINBOTHAM

John Ayers announced at the IACHES conference last week Hendricks County Highway Superintendent Curt Higginbotham participated in a panel discussion with other Highway Superintendents. He stated Mr. Higginbotham has now completed twelve classes of continuing education and was recently presented the Road Scholar Award by the Purdue Local Technical Assistance Program. The Commissioners congratulated Mr. Higginbotham and thanked him for his service to Hendricks County.

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## IN THE MATTER OF EMPLOYEE MANUAL

Mike Graham reported Human Resources Director Erin McIntyre has made good progress on drafting revisions to the Employee Manual and they are ready for the Commissioners to start the review process. He stated there are two items the Commissioners need to provide direction on. (1.) Determine the initial review process and decide if they want to have meetings or to review it individually. Eventually, it will be given to the elected officials and department heads for their review and comment. He stressed the need to become comfortable with what is given to them for review. Because the employee manuals are made up of so many opinions it would be hard to arrive at a consensus by reviewing it individually. The down side is it will take a serious time commitment to get it reviewed by committee. (2.) Who do they want to review the initial draft? In the past the manual has been criticized as having too much staff involvement. He also inquired if the Commissioners want to take it on themselves or do they want other elected officials and department heads involved? If they want others involved he cautioned them not to assemble a large number on the committee. Mr. Graham recommended they ask the Sheriff, the Court Administrator, an elected official from the administrative offices (Recorder, Assessor, Clerk, etc.), the Auditor, one County Council member, a representative from the Prosecutor's Office and a director from one of the line offices (Engineering, Planning, Health, etc.) With the three Commissioners this will make ten members and noted Erin McIntyre and he would be providing the staff function. He recommended having the workshop meetings from 1:00 PM to 2:30 PM on the Commissioners meeting days. There was discussion of this manual. Eric McIntyre explained some changes and recommendations and stated not all of the comments received are included, but they are on a separate list. It was the consensus of the Commissioners to hold a Workshop on Tuesday, June 23, 2015 at 1:00 PM to further discuss the Employee Manual review process.

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## IN THE MATTER OF WEIGHTS AND MEASURES

Mike Graham stated we received new \$40,000 testing equipment for our Weights and Measures that is a large and significant piece of equipment. He noted when we hired Joie Davis it was with the understanding that he and Zeke Secor would continue to use their personal pick-ups to haul the equipment. He explained with the size and weight of the new testing equipment they would like a County truck. Because they use their personal trucks to pull a trailer we pay them \$.585 per mile versus the standard \$.44 per mile for normal mileage reimbursement. Weights and Measures has \$8,500 budgeted for mileage in 2015. Mr. Graham stated he has talked to a couple of department heads about sharing a truck, however, the difficulty with sharing is the Weights and Measures guys need a truck 3 – 4 days a week for the next 4 – 5 months for the service station inspections. He noted while we do

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not want to purchase new vehicles we have been unable to find another solution to this problem. There was discussion of purchasing a used truck. It was the consensus of the Commissioners for Greg Steuerwald to check on adverting bids for a used truck and Mike Graham to check on the truck and anticipated usage and report back.

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IN THE MATTER OF WEB PAGE

Mike Graham presented a handout with a general description of the Commissioners duties and responsibilities for the proposed new Web Page and requested they review and comment. More stuff will be coming including district maps.

Doug Morris presented review comments he had obtained for the proposed Website Policy. There was discussion of the proposed Website Policy. It was the consensus of the Commissioners to add the -- Website Policy to the Policy Workshop at 1 PM on Tuesday, June 23, 2015.

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IN THE MATTER OF 2021 BUDGET

It was noted the approved 2015 budget along with some suggested changes for the 2016 budget were emailed earlier in the week. There was a brief discussion of the proposed budget. It was the consensus of the Commissioners to add approval of the 2016 budget the June 23, 2015 agenda.

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IN THE MATTER OF WEED BOARD

Commissioner Gentry advised he had been contacted by a constituent relative to reinstating the Hendricks County Weed Board. It was the consensus of the Commissioners to add Weed Board to the June 23, 2015 agenda.

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IN THE MATTER OF NOISE ORDINANCE

Bernadette Ray, 7797 S St Rd 267, Plainfield, inquired the repeal of the Noise Ordinance and requested that a Noise Ordinance be reinstated. She presented maps of her home in her neighborhood and explained she had neighbors target practicing using a loud and dangerous explosives, Tannerite, that is very annoying. Greg Steuerwald explained the Noise Ordinance was repealed due to the difficulty in enforcing this ordinance and was not enforceable. Commissioner Whetstone stated Tamerite would be controlled by other agencies. A letter was requested for testimony on the Tannerite issue to higher officials.

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IN THE MATTER OF SHERIFF'S DEPARTMENT

Sheriff Brett Clark clarified several claims from the Sheriff's budget that were questioned earlier.

Sheriff Brett Clark gave a brief update on improvements at the Hendricks County Jail.

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IN THE MATTER OF BROWNFIELD LOAN

Mike Graham announced the County received the payment of \$251,279.90 for the Letter of Credit issued to Rolling Hills by 5/3 Bank. The Auditor's Office has paid off the Indiana Finance Authority loan and the balance of funds, roughly \$15,000, has been returned to Rolling Hills. The County successfully got a dump closed with only incurring staff administrative costs associated with managing the loan and it only took 15 years.

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IN THE MATTER OF AERO - VISION

Mike Graham reported a subcommittee of AeroVision Committee has identified a project. Hendricks County and Morgan County are looking at the Plainfield trail systems in their communities. Connecting the trail systems between the communities would be beneficial. He stated they are going to try and develop a plan to connect the trails and anticipate that some current airport property could be used for the trail connections. Mr. Graham also

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advised he is working on this in a subcommittee.

IN THE MATTER OF CORRESPONDENCE

Correspondence:

- 1. IDEM notice of May 28, 2015 stating the application, plans and specifications and supporting documents for The Parks at Prestwick, Phase VIII, have been reviewed and processed in accordance with rules adopted under 327IAC 3. They enclosed the Construction Permit (Approval No. 21466), which applies to the construction of The Parks at Prestwick proposed sanitary sewer system to be located approximately 1,500 feet east of CR 400 East and approximately 820 feet north of CR 100 South.

Action needed/taken on the following:

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| 1. Checks received and signed to the county:                    | \$2,206.30 Repair of Sheriff’s Vehicle<br>\$ 300.00 Rent for Rokita Office |
| 2. Commissioner Gentry signed vehicle titles for the following: | None   |
| 3. Documents needing action:                                    | None   |

Commissioner Palmer moved to adjourn the Commissioners’ meeting at 11:23 AM. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

Bob Gentry, President

Phyllis A. Palmer, Vice President

Matthew D. Whetstone, Member

ATTEST: Judith Wyeth, Deputy Auditor