



HENDRICKS COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE AUGUST 28, 2018 MEETING

The Hendricks County Board of Commissioners met in regular session at 9:00 AM on Tuesday, August 28, 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
Eric Wathen	Council, President
John E. Ayers	Engineer
Erin Hughes	Human Resources Administrator
Brett Clark	Sheriff
Kevin Cavanaugh	Facilities Manager
Tim Dombrosky	Planning Director
Julie Haan	Environmental Health Director
Kandi Jamison	Director of Public Health Nursing
Eric Ivie	Parks and Recreation Interim Superintendent
Doug Morris	I.T. Director
Dave Richardson	Government Center Security
Larry Scott	Assessor
Theresa Lynch	Recorder
Dave Gaston	Surveyor
Shawn Shelley	Treasurer
Loren Delp	Deputy Prosecutor

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

Commissioner Whetstone opened the meeting at 9:02 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 Palmer moved to approve the Minutes of the August 14, 2018 Commissioners' Meeting as amended. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CLAIMS

Commissioner Palmer's questions regarding claims were answered. Commissioner Gentry moved to approve Direct Deposit Check Numbers 168320 through 168842 and all Budgetary Claims presented from the Auditor's Office for the period beginning August 16, 2018 and ending August 29, 2018, dated August 29, 2018. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF NATIONAL RECOVERY MONTH

Jeff Fuller and Ashley English, representatives from The Willow Center in Brownsburg, reported September is

National Recovery Month and requested permission to place decorative and informational items on the Courthouse grounds to observe and promote the event. Kevin Cavanaugh advised he does not have any issues and stated they would not overlap their items with the Constitution Week items.

It was the consensus of the Commissioners to approve The Willow Center's request as presented.

IN THE MATTER OF WASHINGTON TOWNSHIP ASSISTANCE APPEAL REQUEST

Kelsey Hambleton, representative from the Washington Township Trustee's Office, reported their office followed proper procedures and guidelines when making the decision to deny Barbara Martin's request for financial assistance and stated that Barbara Martin exceeded the income guidelines for the month of August. Kelsey Hambleton advised they made an income exception for Barbara Martin for the month of July and they advised Barbara Martin in writing that future requests could be denied if the income guidelines were not met.

Barbara Martin did not appear at any point throughout the Commissioners' Meeting to offer any additional information regarding her Appeal Request. Mila Shaffer reported she personally spoke with Barbara Martin on August 27, 2018 and Barbara Martin stated she would be present at the August 28, 2018 Commissioners' Meeting.

Commissioner Palmer moved to deny Barbara Martin's Appeal Request as presented. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

**IN THE MATTER OF ADDENDUM TO THE HENDRICKS COUNTY INTERNAL CONTROLS
FRAUD AND MATERIALITY POLICIES AND PROCEDURES POLICY**

Nancy Marsh presented a proposed Addendum for Receipting to the County's Internal Controls Fraud and Materiality Policies and Procedures Policy and requested approval.

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

**IN THE MATTER OF PLAINFIELD HIGH SCHOOL'S RECOGNITION FOR
STATE AND WORLD CHAMPIONSHIPS**

Mila Shaffer presented a Proclamation recognizing the Plainfield High School Red Pride Marching Band's 2017 Class B State Championship and a Proclamation recognizing the Plainfield High School Winter Percussion Ensemble's 2018 IPA Class A State Championship and 2018 WGI Class A World Championship and requested approval.

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

IN THE MATTER OF GENERAL INTERIORS, INC. PROPOSAL FOR EAST CAMPUS BUILDING

Kevin Cavanaugh presented the General Interiors, Inc. Proposal for the construction of the secured storage area at the East Campus Building in the amount of \$16,377.00 and requested approval. Kevin Cavanaugh reported the secured storage area is required to secure the voting machines to be in compliance with Federal regulations and advised the Clerk is applying for a grant to assist with funding this work, if approved. Kevin Cavanaugh advised installation of security cameras are also a Federal requirement.

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

IN THE MATTER OF KOORSEN FIRE & SECURITY PROPOSAL FOR EAST CAMPUS BUILDING

Kevin Cavanaugh presented the Koorsen Fire & Security Proposal for the installation of a fire detection and alarm system at the East Campus Building in the amount of \$22,360.00 and requested approval. Kevin Cavanaugh reported there currently isn't a detection/alarm system in the building and advised there are several items of value inside the building, including the voting machines, and advised there is a need for the system.

Commissioner Gentry moved to approve the Proposal as presented. Commissioner Whetstone seconded the motion and asked if there were any further questions or comments. Kevin Cavanaugh advised the installation of a fire detection and alarm system is not a compliance requirement for the voting machines. The motion was approved by majority 2-1-0. Commissioner Gentry voted against once learning the system was not required.

IN THE MATTER OF KST SECURITY PROPOSAL FOR ENVIRONMENTAL HEALTH OFFICE

Kevin Cavanaugh presented the KST Security Proposal for the access control installation on two (2) doors, one in the Environmental Health Office and one for an Employee Only hallway door, in the amount of \$5,667.16 and requested approval.

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 2018 PAVEMENT MARKING CONTRACT

John Ayers presented the 2018 Pavement Marking Contract from Indiana Sign & Barricade, Inc. as the lowest responsive and responsible bidder in the amount of \$119,526.62 and recommended approval.

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

IN THE MATTER OF ELECTED OFFICIALS

Dave Gaston reported he and John Ayers have thoroughly inspected and investigated the matter presented during the July 10, 2018 Commissioners' Meeting by Priscilla Nation, a resident of 1834 Devonshire Avenue in Avon, regarding a drainage issue on her property. Dave Gaston advised the area has been annexed by the Town of Plainfield and is not the County's responsibility to rectify. Dave Gaston stated he recommended Priscilla Nation contact the Town Council for the Town of Plainfield and advised he has reached out to the Town of Plainfield regarding this matter and similar matters and has not received a response.

It was the consensus of the Commissioners for Mila Shaffer to draft a letter to send to the Town Council for the Town of Plainfield requesting they investigate Priscilla Nation's drainage matter as it is in the Town of Plainfield's jurisdiction and not in the County's jurisdiction.

IN THE MATTER OF ROUNDABOUT AT COUNTY ROAD 900 EAST AND 100 NORTH

John Ayers reported the roundabout at County Road 900 East and 100 North opened on August 27, 2018.

IN THE MATTER OF COUNTY ROAD 300 EAST

John Ayers reported the temporary guardrail has been erected near the intersection of County Road 300 East and County Road 350 South and advised the long-term solution is being researched.

IN THE MATTER OF RONALD REAGAN PARKWAY FUNDING

John Ayers reported he is working on the TRAX Grant application for partial funding for the Ronald Reagan Parkway.

IN THE MATTER OF REQUEST FOR QUALIFICATIONS

John Ayers reported the responses to the Request for Qualifications for various bridges and culverts throughout the County and advised they are being evaluated and recommendations will be presented at a later date.

IN THE MATTER OF MASTER THOROUGHFARE PLAN

John Ayers reported the Indianapolis MPO approved planning funds for an update to the County's Master Thoroughfare Plan and advised he and Tim Dombrosky are working on a Request for Qualifications to present at a later date. John Ayers advised the Town of Avon, the Town of Brownsburg, and the Town of Plainfield are all updating their Master Thoroughfare Plans and would like to coordinate between agencies.

IN THE MATTER OF RONALD REAGAN PARKWAY AND COUNTY ROAD 400 NORTH

Commissioner Gentry reported he continues to receive complaints about the lack of a turn lane off of the Ronald Reagan Parkway onto County Road 400 North and advised the Town of Brownsburg will not allow their school buses to turn left at this intersection because there isn't a turn lane and requested John Ayers review the matter. Commissioner Whetstone requested John Ayers reach out to the Town of Brownsburg to discuss the matter.

IN THE MATTER OF PUTNAM COUNTY LINE ROAD

Commissioner Gentry inquired where things stood with attempting to partner with Putnam County to fund some improvements on a one-time basis on Putnam County Line Road and the segments of County Road 700 West south of US 40. John Ayers advised he has not heard back from Putnam County and stated Putnam County advised Curt Higginbotham that they did not have any plans for any improvements on those roads. Commissioner Gentry advised he would contact the Putnam County Commissioners again to discuss the matter.

IN THE MATTER OF GOVERNMENT CENTER SIGNAGE

Kevin Cavanaugh reported installation of the Government Center signage is 85% complete and modifications are being completed.

IN THE MATTER OF COURTHOUSE ACTIVE SHOOTER TRAINING

Kevin Cavanaugh reported the Courthouse Safety Committee is working with the Indiana State Police to provide location specific Active Shooter Training at the Courthouse on September 21, 2018 and September 28, 2018. The September 28, 2018 session will include a gunfire simulation exercise to test how well the sound can be detected in various parts of the Courthouse and will be coordinated with the Court schedules.

IN THE MATTER OF WABASH VALLEY POWER SUBSTATION

Kevin Cavanaugh reported he just received the full set of plans for the Wabash Valley Power Substation that were submitted to the Town of Danville for review.

IN THE MATTER OF USE OF GOVERNMENT CENTER MEETING ROOMS

Kevin Cavanaugh reported he received a request from Pulse Fitness to use the Government Center Meeting Rooms No. 4-5 to conduct their evening and Saturday fitness classes for the month of October as they are being displaced. Kevin Cavanaugh advised Pulse Fitness stated they do charge a minimal fee for their classes but have offered to allow Hendricks County employees attend the classes during the month of October for free if they are allowed to utilize the Meeting Rooms.

It was the consensus of the Commissioners to allow Pulse Fitness to use the Government Center Meeting Rooms No. 4-5 for the month of October as long as it does not interfere with any scheduled meetings in those rooms.

IN THE MATTER OF COMMISSIONERS' WORKSHOP

Kevin Cavanaugh requested clarification of when the Commissioners would like to schedule a Workshop to discuss capital planning needs.

It was the consensus of the Commissioners to hold a Workshop on September 11, 2018 following the Regional Sewer Board Meeting and requested Kevin Cavanaugh reach out to other departments to develop an Agenda. A Joint Meeting with the Commissioners and Council will be scheduled on a later date.

IN THE MATTER OF FIRST BENEFIT ADVISORS MEETING

Commissioner Palmer inquired if a Council member, Commissioner, or Nancy Marsh should attend the First Benefit Advisors Meeting with Todd McCormack and Erin Hughes that's scheduled for August 31, 2018. Todd McCormack advised that the meeting is a preliminary meeting to research what services First Benefit Advisors have to offer and stated he and Erin Hughes are also researching other similar companies and there isn't a need to involve others in the process at this time.

IN THE MATTER OF COPIER CONTRACT AND LEASE RENEWAL

Doug Morris reported the copier contract and lease expires in October and has asked the current vendor provide renewal amounts to discuss with the Commissioners on a later date. Doug Morris advised that the benefit of remaining with the current vendor for the copier maintenance contract is that copier replacement will be implemented on a copier-by-copier basis to keep the costs down instead of replacing all of the copiers at one time when some have life left.

The Commissioners requested Doug Morris and Greg Steuerwald review the contracts to make sure new contracts with the same vendor can be done without having to send the matter out for bids.

IN THE MATTER OF PHONE SYSTEM

Doug Morris reported the County's current phone system needs to be replaced and requested permission to proceed with a Request for Proposals. Doug Morris advised the new phone system would put all County locations on the same system and not have certain locations excluded as the current system does.

Commissioner Gentry moved to approve the Request for Proposals presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF ADDITIONAL VIDEO SURVEILLANCE

Doug Morris reported the Sheriff Deputies and the Clerk have requested additional video surveillance cameras in various locations of the Government Center, Courthouse, and East Campus Building and requested permission to proceed with obtaining quotes.

Commissioner Gentry moved to approve obtaining the quotes. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0. Commissioner Whetstone requested Doug Morris coordinate with Kevin Cavanaugh on this project.

IN THE MATTER OF COUNTY ATTORNEY

No matters presented.

IN THE MATTER OF WISHES TO BE HEARD

Representatives from B & O Trail Association, Jeff Smallwood and Hall Virgil, reported they've received the condemnation notification from INDOT for right-of-way to redo the bridge on State Road 236 and were negotiating with INDOT but do not know how to proceed now that INDOT has filed the condemnation and requested guidance from the Commissioners. The Representatives advised they want a guarantee from INDOT that INDOT will provide a tunnel for the Trail to continue under the new bridge and didn't sign their offer.

Commissioner Whetstone instructed B & O Trail Association to consult with their own attorney because the County is listed in the condemnation, but only because of a perpetual easement to the County in the Deed and the B & O Trail Association needs to protect their own interests in the matter. Greg Steuerwald agreed with Commissioner Whetstone.

IN THE MATTER OF COMMISSIONERS

Commissioner Whetstone reported the US Nationals will be in Hendricks County over the weekend and advised they will be honoring Pro Stock driver Bob Glidden on August 31, 2018. Commissioner Whetstone presented a Proclamation naming August 31, 2018 as Bob Glidden Day in Hendricks County, Indiana and recommended approval.

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

IN THE MATTER OF ACKNOWLEDGMENT OF CORRESPONDENCE

CHECKS RECEIVED

1. \$4,000.00 Town of Avon Regional Sewer Partnership Agreement Dues

STAFF REPORTS RECEIVED


1. Receipt was acknowledged for the Engineering Department Report of August 28, 2018 from John Ayers.
2. Receipt was acknowledged for the Facilities Department Report of August 28, 2018 from Kevin Cavanaugh.
3. Receipt was acknowledged for the Executive Director Report of August 28, 2018 from Todd McCormack
4. Receipt was acknowledged for the I.T. Department Report of August 28, 2018 from Doug Morris.
5. Receipt was acknowledged for the Human Resources Report of August 13, 2018 through August 24, 2018 from Erin Hughes.
6. Receipt was acknowledged for the Parks & Recreation Department Report of August 28, 2018 from Eric Ivie.
7. Receipt was acknowledged for the weekly Highway Department Report of July 23, 2018 through July 27, 2018, July 30, 2018 through August 3, 2018, and August 6, 2018 through August 10, 2018 from Curt Higginbotham.
8. Receipt was acknowledged for the Planning and Building Department's Report of Collections for the collections period July 1, 2018 through July 31, 2018 from Tim Dombrosky.
9. Receipt was acknowledged for the County Treasurer's Monthly Report for the month ending July 31, 2018 from Shawn Shelley.

CORRESPONDENCE RECEIVED

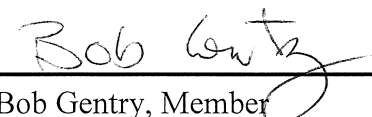
1. Memo from Paul Miner, Hendricks County Parks & Recreation Board.
2. Notice of Tort Claim from Ken Nunn Law Office, representing Donald E. Krockenberger.
3. Summons, Notice, and Complaint from the State of Indiana.
4. Notice of Public Hearing by the Plainfield Plan Commission from Doninger Tuohy & Bailey LLP regarding Docket No. PP-18-005, PP-18-006, DP-18-018, DP-18-019, and VAC-18-001.
5. Notice of Public Hearing by the Plainfield Plan Commission from Banning Engineering for Docket No. RZ-18-006

IN THE MATTER OF ADJOURNMENT

Commissioner Gentry moved to adjourn the Hendricks County Commissioners' Meeting at 10:21 AM on Tuesday, August 28, 2018. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.


Matthew D. Whetstone, President


Phyllis A. Palmer, Vice President


Bob Gentry, Member