



HENDRICKS COUNTY BOARD OF COMMISSIONERS **MINUTES OF THE JANUARY 14, 2020 MEETING**

The Hendricks County Board of Commissioners met in regular session at 9:00 AM on Tuesday, January 14, 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:

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
Brett Clark	Sheriff
David Cox	Councilman
John Ayers	Engineer
Erin Hughes	Human Resources Administrator
Kevin Cavanaugh	Facilities Manager
Curt Higginbotham	Highway Department Superintendent
Shawn Shelley	Treasurer
Doug Morris	I.T. Director
Nicole Lawson	Assessor
Charlene Cuthbertson	Chief Deputy Assessor
Catherine Haines	Court Administrator
Tim Dombrosky	Planning Director
Scott Butrum	Zoning Inspector
Mark Chmielewski	Government Center Security
Ryan Lemley	Parks and Recreation Superintendent

IN THE MATTER OF EMPLOYEE YEARS OF SERVICE AWARDS CEREMONY

Employee Years of Service Awards were presented in Meeting Rooms No. 4 and 5 to employees who completed five (5), ten (10), fifteen (15), twenty (20), twenty-five (25), thirty (30), thirty-five (35), and forty (40) years of continuous service with Hendricks County in 2019. The recipients were:

5 YEARS OF SERVICE - PLAQUE

Fred Brown, Sumner Brown (earned in 2018), Shaun Caffee, Brian Clark, Sarah Collisi, Savannah Magness, Rick Morphew, Beverly Kay Myers, Cheryl Nichols, Kellen Receveur, Mila M. Shaffer, Timothy Smith, Sherry A. Stinson, and Dwight Watson.

10 YEARS OF SERVICE - PLAQUE

Scott Butrum, Virginia Leadmon, Robert Lenover, Kyle Noel, and David Thrasher.

15 YEARS OF SERVICE - PLAQUE

Devin Brennan, John Brown, Janet Cunningham, Lisa L. Grider, Julie M. Harger, Dan Higbie, John Hillman, C. Evan Love, Theresa Nicholl, Betsy Schuler, Sherene Skinner, Jennifer Stout, Angela Tate, and Josh Watts.

20 YEARS OF SERVICE – BISCUIT/COOKIE JAR

Scott Epling, Rosemary Green, Jessica J. Haltom, Patti Harness, Debbie Hoskins, Theresa D. Lynch, Marjorie Pike, Henry L. Sadler III “Jack”, and Paul Weddle.

25 YEARS OF SERVICE - CLOCK

Teri Flaherty and Nancy Marsh.

30 YEARS OF SERVICE - JACKET

Roger Call, Brett Clark, Sherry Richardson, and Roger Salsman.

35 YEARS OF SERVICE - JACKET

Marlene Raisor.

40 YEARS OF SERVICE – WATCH

Kenny Clevenger and Roland Lewis.

The Commissioners congratulated the employees who received awards and thanked them for their dedicated service to Hendricks County.

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

Commissioner Palmer opened the Meeting at 9:50 AM with a quorum of all three (3) Commissioners present and led the Pledge to the Flag in unison. Greg Steuerwald gave a brief prayer for those who wished to participate.

IN THE MATTER OF ELECTION OF 2020 OFFICERS

Greg Steuerwald opened the floor for the election of the 2020 Officers. Commissioner Gentry moved to elect Commissioner Palmer as President and Commissioner Whetstone as Vice President for 2020. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF MINUTES

Commissioner Gentry moved to approve the Minutes of the December 31, 2019 Commissioners’ Meeting as amended. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CLAIMS

Commissioner Whetstone moved to approve Payroll Check Number 110469, Direct Deposit Check Numbers 187973 through 188472, and all Budgetary Claims presented from the Auditor’s Office for the period beginning January 2, 2020 and ending January 15, 2020, dated January 15, 2020. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF 2020 COMMISSIONERS’ APPOINTMENTS

Commissioner Whetstone moved to appoint the following to serve as Commissioners’ Appointments:

BOARD/COMMISSION	APPOINTEE	TERM EXPIRES
Aero Vision Committee	Matthew D. Whetstone	December 31, 2020
Area Plan Commission	Bob Gentry	December 31, 2020
Communications Advisory Board	Matthew D. Whetstone	December 31, 2020
Cypress Manor Facility Resident Committee	Phyllis A. Palmer	December 31, 2020
Downtown Danville Partnership	Kevin Cavanaugh	December 31, 2020
Economic Development Commission	Andrew Klingler	January 31, 2021
Economic Development Commission	Greg Irby	January 31, 2022
Economic Development Partnership - Alternate	Matthew D. Whetstone	December 31, 2020
Emergency Management Advisory Council	Phyllis A. Palmer	December 31, 2020
Fair Board	Phyllis A. Palmer	December 31, 2020
Food, Shelter, & Utility Assistance Board	Phyllis A. Palmer	December 31, 2020

Gordon Graham Advisory Council	Phyllis A. Palmer	December 31, 2020
IRTC - Policy	Eric Wathen	December 31, 2020
Recognition Committee	Phyllis A. Palmer	December 31, 2020
Senior Services	Bob Gentry	December 31, 2020
Weather Closings for County Buildings	Phyllis A. Palmer	December 31, 2020
Workforce Development Board	Bob Gentry	December 31, 2020

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

Commissioner Whetstone moved to appoint the following to serve as Commissioners' Appointments:

BOARD/COMMISSION	APPOINTEE	TERM EXPIRES
Hendricks Regional Health Board of Trustees	John Waite	December 31, 2022
Hendricks Regional Health Board of Trustees	Tyler Starkey	December 31, 2023

Commissioner Palmer seconded the motion and the motion was approved by majority 2-0-1. Commissioner Gentry recused himself from the matter and exited the room while the appointments to the Hendricks Regional Health Board of Trustees were made.

IN THE MATTER OF 2020 LIABILITY AND PROPERTY INSURANCE CONTRACTS

John Parmley, representative from HBG Insurance & Bonds, presented proposals from One Beacon and Travelers for the 2020 Liability and Property Insurance Contracts and recommended changing to Travelers as they were less expensive for more adequate coverage and lower deductibles than One Beacon and presented cancellation forms to not renew the current policies. Travelers will also appoint the County one (1) point of contact for all claims, which has been a constant issue with One Beacon. John Parmley recommended the County establish an Insurance Committee, with representatives from the departments with the most liability claims, to meet a few times a year to assist with loss control, claims, training opportunities, and other suggestions to improve the County's overall insurance portfolio.

Commissioner Whetstone moved to approve changing to Travelers for 2020 as recommended and execute the cancellation forms. Commissioner Gentry seconded the motion and the motion was approved unanimously. It was the consensus of the Commissioners to establish an Insurance Committee of Commissioner Palmer, Todd McCormack, John Parmley, and a representative from the Highway Department and the Sheriff's Department.

IN THE MATTER OF 2020 UNIFIED GROUP SERVICES PLAN SUPERVISOR AGREEMENT

Caitie Hodge, representative from H.J. Spier Co., Inc., presented the 2020 Unified Group Services Plan Supervisor Agreement and stated there were no changes to the Agreement from 2019 and requested 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 2020 H.J. SPIER CO., INC. EMPLOYEE BENEFITS CONSULTING AGREEMENT

Caitie Hodge, representative from H.J. Spier Co., Inc., presented the 2020 H.J. Spier Co., Inc. Employee Benefits Consulting Agreement and stated there were no changes to the Agreement from 2019 and requested approval. It was determined the consulting fee in the Agreement was increased from \$11.25 per employee per month to \$11.75 per employee per month.

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

Commissioner Palmer inquired about a previous announcement by Jeff Fox, the County's consultant at H.J. Spier, advising he was leaving H.J. Spier. Caitie Hodge stated it was a physical location move and not an agency separation and advised they are no longer relocating.

IN THE MATTER OF 2020 COURTS' ALTERNATIVE DISPUTE RESOLUTION PROGRAM PLAN ADMINISTRATOR CONTRACT

Catherine Haines presented the 2020 Courts' Alternative Dispute Resolution Program Plan Administrator Contract in the amount of \$72,500.00 and requested approval.

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

IN THE MATTER OF 2020 COURTS' CASA PROGRAM PROGRAM DIRECTOR CONTRACT

Catherine Haines presented the 2020 Courts' CASA Program Program Director Contract in the amount of \$50,000.00 and requested approval.

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

IN THE MATTER OF ZA 467/19: 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 467/19: I-70 West, LLC., S26-T14N-R1W, Liberty Township, 1 parcel totaling 17.72 acres, located at 1735 E. County Road 900 S., Clayton IN 46118 and recommended approval. Tim Dombrosky advised the Plan Commission approved this zoning amendment unanimously during their December 10, 2019 Meeting, 5-0-0, with a few remonstrators present. Tim Dombrosky stated the remonstrators concerns were addressed and satisfied.

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. 2020-01 to ZA 467/19: I-70 West, LLC.

IN THE MATTER OF ZA 468/19: TRUSTEE OF WASHINGTON TOWNSHIP HENDRICKS COUNTY IN

Tim Dombrosky presented an Ordinance to amend the zoning map of Hendricks County, from AGR/Agriculture Residential District to NB/Neighborhood Business District, commonly known as ZA 468/19: Trustee of Washington Township Hendricks County IN, S99T15N-R1E, Washington Township, 2 parcels totaling 4.32 acres, located on the southwest quadrant of the intersection of County Road 575 E. and US Highway 36 and recommended approval. Tim Dombrosky advised the Plan Commission approved this zoning amendment unanimously during their December 10, 2019 Meeting, 5-0-0, with no remonstrators present.

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. 2020-02 to ZA 468/19: Trustee of Washington Township Hendricks County IN.

IN THE MATTER OF NEW JAIL ARCHITECTURAL DESIGN CONTRACT WITH RQAW CORP.

Kevin Cavanaugh presented the new Jail architectural design Contract with RQAW Corporation in the amount \$5,795,000.00, which is ten percent (10%) of the County's \$57,950,000.00 estimated budget for the project, and recommended approval. Kevin Cavanaugh advised the Commissioners may choose to add increased insurance amounts to the Contract.

There was discussion amongst the Commissioners, Greg Steuerwald, John Ayers, Kevin Cavanaugh, John Parnley, and RQAW regarding the Contract and insurance amounts.

Commissioner Whetstone moved to approve the Contract as presented. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0. The Commissioners will decide if they wish to purchase additional insurance for the Contract in the near future.

IN THE MATTER OF 6284 E. COUNTY ROAD 200 N.

Tim Dombrosky and Scott Butrum reported the property located at 6284 E. County Road 200 N. in Avon, owned by Stefi Mack, needs to be demolished and cleaned up as part of it was used as a meth lab and due to environmental risks is ineligible to be sold as is. Tim Dombrosky advised a preliminary estimate of \$32,900.00 had been received and requested permission to request use of the Solid Waste Management District Special Projects Fund. Tim Dombrosky stated Stefi Mack does not have funds to pay for the demolition of the property and advised the County would have a lien on the property, and could recover some of the money once the property was sold, depending on how many creditors are in line. Greg Steuerwald advised the County most likely would not recover any of the money back due to the balances owed to other creditors and stated more than one (1) estimate would be needed for the demolition and clean up.

It was the consensus of the Commissioners for Tim Dombrosky to present the request to the Solid Waste Management District with more than one (1) estimate for demolition supporting the request.

IN THE MATTER OF ELECTED OFFICIALS

Sheriff Brett Clark requested the Emergency Management Advisory Council convene soon to begin the interview process for the Emergency Management Director position. Erin Hughes advised the position is advertised and applications have been received.

Councilman David Cox reported the Compensation Committee is still working on the compensation analysis and hope to have recommendations to submit to the Council in the near future.

Nancy Marsh advised she received confirmation the County's 2020 Budget was approved as submitted.

IN THE MATTER OF MICHAEL P. MOONEY SETTLEMENT AND RELEASE AGREEMENT

John Ayers presented the Michael P. Mooney Settlement and Release Agreement for the acquisition of right-of-way on County Road 1000 S. and County Road 100 E. in the amount of \$7,000.00 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 NEW HIGHWAY DEPARTMENT FACILITY

John Ayers requested permission to proceed with developing an Agreement with DLZ for preliminary design of the new Highway Department Facility.

It was the consensus of the Commissioners to proceed with developing an Agreement for preliminary design.

Greg Steuerwald exited the Meeting.

IN THE MATTER OF ANNUAL REVIEW OF TAKE-HOME VEHICLES

Todd McCormack presented emails regarding the annual review of take-home vehicles per the Employee Manual and advised most take-home vehicles are difficult to justify based upon the number of after hour call outs.

The Commissioners advised they would review the information and make a determination and stated the need for each take-home vehicle would be addressed whenever there is a change in employment. The Commissioners requested the Auditor make sure employees with take-home vehicles are being charged accordingly; \$4.00 per day per employee.

IN THE MATTER OF LINK/SYCAMORE SERVICES VEHICLES

Todd McCormack reported LINK/Sycamore Services is requesting disposal of some vehicles that have reached their useful life and requested clarification of the proper policy for doing this as there are some vehicles titled to the Commissioners and some titled to LINK/Sycamore Services and they were all purchased with INDOT grant

funds, with LINK/Sycamore Services contributing the twenty (20) percent grant matching requirement. Todd McCormack inquired if Chuck Parsons could assist LINK/Sycamore Services with the disposal of the vehicles.

Nancy Marsh stated she would research the grants used to purchase the vehicles to make sure proper procedures are followed.

It was the consensus of the Commissioners for Chuck Parsons to assist with the disposal of the vehicles.

IN THE MATTER OF SALE OF SHERIFF'S VAN TO SCOTT COUNTY

Todd McCormack reported Chuck Parsons is requesting a replaced Sheriff's van be sold to Scott County for \$2,000.00 and requested approval.

Commissioner Whetstone moved to approve the sale of the van to Scott County as requested. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF REDISTRICTING

Todd McCormack reported the matter of redistricting the voting precincts remains and inquired if preliminary contact with 39 Degrees North should be made to research their services and associated costs.

It was the consensus of the Commissioners to speak with Laura Herzog about handling the redistricting in-house, as done in past years, and to consult with Greg Steuerwald regarding the requirements and time frame of when the redistricting would need to be completed by before reaching out to 39 Degrees North.

IN THE MATTER OF COMMENTS FROM THE FLOOR

No matters presented.

IN THE MATTER OF COMMISSIONERS

Commissioner Whetstone reported a New York theatre group with ties to Indiana will be reaching out to parks within Hendricks County in regards to presenting outdoor Shakespeare performances over the summer.

Commissioner Whetstone presented his 2020 Uniform Conflict of Interest Disclosure Statement to be filed with the State Board of Accounts and with the Clerk for the Boards/Commissions he serves on.

Commissioner Gentry reported he recently met with a landowner regarding a development and will not be voting on the matter when it is presented. Commissioner Gentry advised he also met with a remonstrator for a Plan Commissioner matter to be presented in February to the Plan Commission.

IN THE MATTER OF ACKNOWLEDGMENT OF CORRESPONDENCE

TITLES ENDORSED

- | | | | | |
|---------|------|--------------|------------------------|-----------------|
| 1. 2010 | Ford | E450 Cutaway | VIN: 1FDFF4FS7ADA42294 | To Be Auctioned |
|---------|------|--------------|------------------------|-----------------|

STAFF REPORTS RECEIVED

1. Receipt was acknowledged for the Engineering Department Report of January 14, 2020 from John Ayers.
2. Receipt was acknowledged for the Facilities Department Report of January 14, 2020 from Kevin Cavanaugh.
3. Receipt was acknowledged for the Executive Director's Report of January 14, 2020 from Todd McCormack.
4. Receipt was acknowledged for the I.T. Department Report of January 14, 2020 from Doug Morris.
5. Receipt was acknowledged for the Human Resources Report of December 30, 2019 through January 9, 2020 from Erin Hughes.
6. Receipt was acknowledged for the Highway Department Report of December 23, 2019 through December 27, 2019 and December 30, 2019 through January 3, 2020 from Curt Higginbotham.
7. Receipt was acknowledged for the 2019 Jail Report from Sheriff Brett Clark.

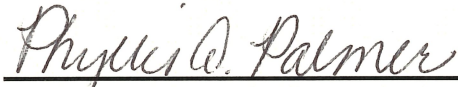
8. Receipt was acknowledged for the County Treasurer's Monthly Report for the month ending December 31, 2019 from Shawn Shelley.
9. Receipt was acknowledged for the Animal Control & Shelter Report of December 2019 from LaDonna Hughes.
10. Receipt was acknowledged for the Emergency Management Report of December 9, 2019 through January 14, 2020 from Sean Horan.
11. Receipt was acknowledged for the Parks & Recreation Department Report of January 10, 2020 from Ryan Lemley.

CORRESPONDENCE RECEIVED

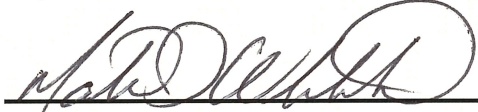
1. Letter from the Avon Town Council regarding annexation ordinance and the rezoning petition by Arbor Homes for a development called the Estates at Quail Run.
2. Low Cost Spay Neuter Clinic Hendricks County Statistic Report for December 1 to December 31, 2019.

IN THE MATTER OF ADJOURNMENT

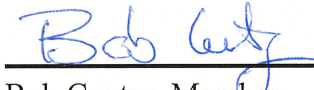
Commissioner Whetstone moved to adjourn the Hendricks County Commissioners' Meeting at 11:13 AM on Tuesday, January 14, 2020. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.



Phyllis A. Palmer, President



Matthew D. Whetstone, Vice President



Bob Gentry, Member