



HENDRICKS COUNTY BOARD OF COMMISSIONERS **MINUTES OF THE MARCH 24, 2020 MEETING**

The Hendricks County Board of Commissioners met in regular session at 9:00 AM on Tuesday, March 24, 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 (Appeared Telephonically)
Matthew D. Whetstone	Commissioner, Vice President
Bob Gentry	Commissioner (Appeared Telephonically)
R. Todd McCormack	Executive Director
Mila M. Shaffer	Administration and Public Affairs
Greg Steuerwald	Attorney
Nancy Marsh	Auditor
Brett Clark	Sheriff
David Wyeth	Council President
David Cox	Councilman
John Ayers	Engineer
Kim Galloway	Assistant Engineer
Erin Hughes	Human Resources Administrator
Kevin Cavanaugh	Facilities Manager
Doug Morris	I.T. Director
Nicole Lawson	Assessor
Shawn Shelley	Treasurer
Loren Delp	Prosecutor
Ryan Lemley	Parks and Recreation Superintendent

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

Commissioner Whetstone opened the Meeting at 9:05 AM with a quorum of all three (3) Commissioners present or appearing telephonically and led the Pledge to the Flag in unison. Greg Steuerwald gave a brief prayer for those who wished to participate.

Commissioner Palmer announced she was handing the gavel to Commissioner Whetstone for the Meeting as she is appearing telephonically.

Greg Steuerwald advised Commissioner Whetstone shall sign the names of the other Commissioners and place his initials beside them, for any items that are approved during this meeting, to allow the items to be processed.

IN THE MATTER OF MINUTES

Commissioner Palmer moved to approve the Minutes of the March 10, 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 Palmer moved to approve Payroll Check Number 110474, Direct Deposit Check Numbers 190943 through 191002, and all Budgetary Claims presented from the Auditor's Office for the period beginning March 12, 2020 and ending March 25, 2020. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF BID OPENING FOR 2020 PAVEMENT MARKING PROJECT

After confirming no other vendors were outside waiting to turn in bids, Commissioner Whetstone closed the bids for the 2020 Pavement Marking Project at 9:06 AM.

No bids were received for this Project. John Ayers advised it will have to be rebid.

IN THE MATTER OF BID OPENING FOR VARIOUS BRIDGE AND CULVERT REPLACEMENT PROJECTS

After confirming no other vendors were outside waiting to turn in bids, Commissioner Whetstone closed the bids for Various Bridge and Culvert Replacement Projects at 9:06 AM. John Ayers proceeded to open and read aloud the following bids. John Ayers advised a tabulation of the bids would be sent out to all listed vendors and full Bid information would be on file in the Engineering Department.

BRIDGE/CULVERT	VENDOR	BID AMOUNT
Bridge No. 186	Duncan Robertson	\$750,129.85
Bridge No. 186	White Construction	\$866,000.00
Bridge No. 200	Duncan Robertson	\$471,524.47
Bridge No. 200	White Construction	\$655,000.00
Bridge No. 201	Duncan Robertson	\$587,392.50
Bridge No. 201	White Construction	\$750,000.00
Bridge No. 252	Duncan Robertson	\$710,470.11
Culvert No. EE-010	ConexCo	\$441,099.60
Culvert No. EE-010	H.I.S. Constructors	\$369,407.89
Culvert No. EE-010	Morphey Construction	\$535,000.00
Culvert No. FR-050	ConexCo	\$1,122,493.61
Culvert No. FR-050	H.I.S. Constructors	\$864,889.00
Culvert No. LB-043	ConexCo	\$368,665.80
Culvert No. LB-043	H.I.S. Constructors	\$356,370.00
Culvert No. LB-043	Keith Henderson	\$264,652.64
Culvert No. LB-043	Morphey Construction	\$419,000.00
Culvert No. LB-056/060	ConexCo	\$983,469.83
Culvert No. LB-056/060	Duncan Robertson	\$1,167,937.45
Culvert No. LB-056/060	H.I.S. Constructors	\$714,803.68
Culvert No. LB-056/060	Morphey Construction	\$1,130,000.00
Culvert No. LB-056/060	White Construction	\$809,000.00
Culvert No. MI-035	ConexCo	\$263,547.60
Culvert No. MI-035	H.I.S. Constructors	\$284,958.00
Culvert No. MI-035	Morphey Construction	\$289,000.00

John Ayers stated he would take the Bids under advisement and would present his recommendations to the Commissioners on a later date.

IN THE MATTER OF TAX ABATEMENT REQUEST FROM RAINDROP, LLC.

Jeff Pipkin, Executive Director of the Hendricks County Economic Development Partnership (HCEDP), presented a Statement of Benefit Form (SB-1) and an Application for Designation of Economic Revitalization Area for two (2) new buildings for tax abatement for Raindrop, LLC. and requested approval to proceed with presenting the requests to the Council. Jeff Pipkin reported Raindrop, LLC. plans to construct a 205,920 square foot building and a 507,600 square foot building off of State Road 39 in Westpoint Business Park.

Commissioner Gentry moved to approve the requests for tax abatement as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF REQUEST TO INCREASE PROSECUTOR'S OFFICE CREDIT CARD LIMIT

Loren Delp requested to increase the Prosecutor's Office credit card limit from \$5,000.00 to \$10,000.00 and to reduce the total number of cards for the office from five (5) to three (3); one (1) card with a \$5,000.00 limit and two (2) cards with a \$2,500.00 limit each. Loren Delp advised the recent changes to the cards have caused issues with having enough of a credit line to cover charges.

Nancy Marsh advised she reports this request as a feasible solution to the new issues caused by the changes implemented by the credit card provider.

Commissioner Gentry moved to approve the increase as requested. Commissioner Palmer seconded the motion and the motion was approved by majority 2-0-1; Commissioner Whetstone excused himself from the vote.

IN THE MATTER OF ZA 472/20: HARMANDEEP KAUR

Tim Dombrosky presented an Ordinance to amend the zoning map of Hendricks County, from GB/General Business District to PB/Planned Business Park District, commonly known as ZA 472/20: Harmandeep Kaur, S25-T14N-R1W, Liberty Township, 1 parcel totaling 5.43 acres, located at 9084 S. State Road 39, Mooresville, IN and recommended approval. Tim Dombrosky advised the Plan Commission approved this zoning amendment unanimously during their March 10, 2020 Meeting, with no remonstrators.

Commissioner Palmer 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. 2020-12 to ZA 472/20: Harmandeep Kaur.

IN THE MATTER OF ZA 473/20: ROOSTER BAR, LLC.

Tim Dombrosky presented an Ordinance to amend the zoning map of Hendricks County, from AGR/Agriculture Residential District and HB/Highway Business District to GB/General Business District, commonly known as ZA 473/20: Rooster Bar, LLC., S5-T15N-R2W, Marion Township, 1 parcel totaling 8.42 acres, located on the north side of US Highway 36 approximately one half mile west of State Road 75 and recommended approval. Tim Dombrosky advised the Plan Commission approved this zoning amendment unanimously during their March 10, 2020 Meeting, with one (1) remonstrator who resides a half a mile east of the property on State Road 75. Tim Dombrosky reported the remonstrator does not like that the proposed storage units will be visible from their property and stated there will be screening required, but the remonstrator's home sits on top of a hill and the storage units will be taller than any required screening. This is an expansion of the current storage facility.

Commissioner Gentry moved to approve the Ordinance as presented. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0. Nancy Marsh assigned Ordinance No. 2020-13 to ZA 473/20: Rooster Bar, LLC.

IN THE MATTER OF BLACKMORE & BUCKNER ROOFING PROPOSAL

Kevin Cavanaugh presented the Blackmore & Buckner Roofing Proposal in the amount of \$8,800.00 for repairs to the Work Release Facility and requested approval. Kevin Cavanaugh advised he has current funds available.

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 DLZ INDIANA, LLC. AGREEMENT FOR ARCHITECTURE-ENGINEERING SERVICES

Kevin Cavanaugh presented the DLZ Indiana, LLC. Agreement for Architecture-Engineering Services in the amount of \$49,000.00 for the preliminary design services of the new Highway Department facility and requested approval. Kevin Cavanaugh advised he has current funds available.

There was discussion amongst the Commissioners, Council President Wyeth, Greg Steuerwald, Nancy Marsh, John Ayers, and Kevin Cavanaugh regarding the Agreement and the continuation of non-essential projects amidst the ongoing COVID-19 issue and the concerns for the County's cash flow.

Commissioner Palmer moved to table the matter until further notice. Commissioner Gentry seconded the motion and the motion was approved unanimously.

IN THE MATTER OF CONTINUATION OF NON-ESSENTIAL COUNTY PROJECTS

There was discussion amongst the Commissioners, Council President Wyeth, Councilman Cox, Sheriff Clark, Greg Steuerwald, Nancy Marsh, John Ayers, and Kevin Cavanaugh regarding the Agreement and the continuation of non-essential projects amidst the ongoing COVID-19 issue and the concerns for the County's cash flow. Nancy Marsh stated Budgets are established for eighteen (18) months and are based on the assumption that the required funds come in as planned. The Commissioners advised employees and bond payments take priority over non-essential project, vendors, and consultants.

Nancy Marsh advised if progress on the new Jail is halted, the income tax put in place to fund it may have to be stopped. The Commissioners and Council members present recommended Greg Guerrettaz and legal counsel be consulted for guidance on this matter.

Kevin Cavanaugh requested permission to proceed with the schematic design and the wetland delineation study for the new Jail. It was the consensus of the Commissioners to continue with the items as requested as there is a separate funding source in place for the Jail.

Doug Morris requested the phone upgrade project be allowed to continue as installation for the Government Center is scheduled for April 1, 2020. Billing will not begin until the project is fully installed. It was the consensus of the Commissioners to continue with the project as requested.

John Ayers requested permission to proceed with two (2) bridge projects currently under construction. It was the consensus of the Commissioners to continue with projects as requested.

Nancy Marsh advised the answers to the financial concerns will not be available for the April 15, 2020 Joint Meeting as the impact will not be fully felt until 2021 and 2022.

Commissioner Whetstone moved to cease all non-essential County projects, vendors, and consultants until further notice, with emergency or vital infrastructure projects for immediate concerns to public safety to continue, and for Commissioner Palmer to consider approval of any other projects that may be deemed emergent on a case-by-case basis. Commissioner Palmer shall consult with Commissioner Whetstone and Commissioner Gentry regarding any requests as needed. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

The matter will be discussed again during the Joint Commissioners and Council Meeting on April 15, 2020.

IN THE MATTER OF ELECTED OFFICIALS

Sheriff Clark requested Sergeant Scott Neville's service Glock Model 21 be declared as surplus and issued to him upon his retirement.

Commissioner Palmer moved to declare the Glock as surplus and for it to be issued to Sergeant Neville as requested. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

Sheriff Clark reported he received notice that Dodge has halted production of 492 Dodge Chargers which directly impacts the vehicles the Sheriff's Department has on order for 2020. Sheriff Clark requested permission to purchase different types of vehicles and/or utilize different manufacturers to fulfill the necessary vehicle replacements for 2020 while remaining within the same costs as the planned purchases.

It was the consensus of the Commissioners to approve purchasing different vehicles while remaining within the same planned costs as requested.

Council President Wyeth reported he is looking forward to the Joint Meeting on April 15, 2020 and advised multiple Joint Meetings may be needed.

Councilman Cox expressed his appreciation to the efforts of County employees amidst the COVID-19 pandemic.

Nancy Marsh presented a proposed ordinance amending Ordinance 2001-27 allowing the establishment of pre-approved or prepayment procedures allowing money to be disbursed for lawful county purposes and requested a Public Hearing be scheduled for the matter.

Commissioner Gentry moved to proceed with the Public Hearing during the Commissioners' Meeting on April 14, 2020. Commissioner Palmer seconded the motion and the motion was approved unanimously 3-0-0.

Nancy Marsh requested she be allowed to sign the Veterans deduction forms instead of them having to visit two different offices since County buildings are currently closed to the public.

It was the consensus of the Commissioners for Nancy Marsh to sign the forms as requested.

Nancy Marsh requested the County remove the December 31st deadline for filing exemptions as computer systems have been updated to process them more quickly.

It was the consensus of the Commissioners to place the matter of removing the deadline for filing exemptions on the April 14, 2020 Commissioners' Meeting to allow time for the Auditor to research the requirements for removing the deadline.

IN THE MATTER OF RONALD REAGAN PARKWAY EXTENSION

John Ayers requested permission to proceed with a phone meeting he has scheduled with consulting partners to discuss alternative phasing and construction options, as well as exploring potential alternative funding sources prior to the April 15, 2020 Joint Meeting.

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

IN THE INTERLOCAL AGREEMENT FOR COUNTY ROAD 100 S. IMPROVEMENTS WITH THE TOWN OF AVON

Commissioner Whetstone reported he will contact the Town of Avon to advise them that the County will not be making a decision on this matter until a later date.

IN THE MATTER OF NEW JAIL AND SHERIFF'S OFFICE

Kevin Cavanaugh requested permission to proceed with obtaining proposals for the formal legal description and boundary determination to define the specific properties at the East Campus for the new Jail to support the bond issue as all of the properties are currently all part of one (1) parcel.

It was the consensus of the Commissioners to proceed with obtaining proposals as requested.

IN THE MATTER OF COMMISSIONERS

Commissioner Whetstone thanked the Facilities Department and the Highway Department for their efforts in clearing out the East Campus Building. Commissioner Whetstone reported he was contacted by Hendricks Regional Health to consider the location as a possible COVID-19 staging site, along with the 4-H Fairgrounds. Commissioner Whetstone advised he will be securing a semi-trailer to use as temporary storage for the location.

Commissioner Palmer thanked the Facilities Department for their assistance in posting signs and modifying door access.

IN THE MATTER OF 2020 PRIMARY ELECTION DAY

Todd McCormack reported 2020 Primary Election Day is currently scheduled for May 5, 2020, with all County offices closed for it, and recommended the date be changed since elections have been extended.

Commissioner Palmer moved to change 2020 Primary Election Day from May 5, 2020 to June 2, 2020. Commissioner Gentry seconded the motion and the motion was approved unanimously.

IN THE MATTER OF WORKING REMOTELY

Doug Morris reported he has enough laptops to provide at least one (1) per department, possibly more, and requested Department Heads/Elected Officials contact him directly if there is a need.

IN THE MATTER OF SURVEYOR'S REQUEST FOR ADDITIONAL CELL PHONES

Doug Morris reported the Surveyor has requested three (3) additional cell phones with data hotspots for his clerical staff to allow them to work from home. Doug Morris stated the Commissioners have given him authority to add lines as needed, but wanted to get approval for this special request, as an approval will likely lead to similar requests from other departments.

Commissioner Palmer advised she was not in favor of this request as others will request the same. The Commissioners took no action on this matter.

IN THE MATTER OF COMMENTS FROM THE FLOOR

No matters presented.

IN THE MATTER OF GOVERNOR'S COVID-19 (CORONAVIRUS) STAY AT HOME ORDER

Commissioner Whetstone reported the Governor's COVID-19 (Coronavirus) Stay at Home Order specifies and defines "essential government functions" that are exempt from the Order, but allows local governments to define them on their own in order to meet "minimum basic operations" for the County.

Therefore, consistent with the operations of State Government and the Order, Commissioner Whetstone presented the following Policy:

The Commissioners have defined the Courts, Court Personnel, Law Enforcement, Corrections, Public Health and each Elected Official/Department as "essential government functions" and/or "essential employees". Similar to the State deferring to each "executive head", the Commissioners defer to each Elected Official/Department Head to determine the essential functions and employees to maintain "minimum basic operations" for their offices and if those functions can be performed remotely by those employees.

Employees should be encouraged to stay home and work from home whenever possible, if unable to work remotely, the employee may stay home in an "on call" status subject to being called in to work. Elected Officials/Department Heads are encouraged to meet "essential government functions" with a minimal number of staff and may have essential employees work in person using staggered or flexible schedules as necessary, limiting the number of employees in an office at one time, to abide by social distancing standards. County buildings will not be open to the public.

The Commissioners recognize and understand that having some employees "on call" at home and having some employees working in the field or in the buildings may be viewed as unfair or less than equitable and advised that it is unfortunately unavoidable in order to meet the "minimum basic operations" for the County and adhere to the Governor's Stay at Home Order.

All employees will receive their full pay, full benefits will remain in effect, and PTO will continue to accrue at the stipulated rate during this period. The previously outlined "Hendricks County COVID-19 (Coronavirus) Employee and Operations Policy" remains in effect and employees have access to the Public Employee Health Leave Bank should they not be able to work remotely or be in an "on call" status to be called in to work. There will be no additional compensation for any essential employee working in person during this time frame.

This shall begin at 11:59 PM on March 24, 2020 and will remain in effect until further notice and/or the conclusion of a Joint Commissioners and Council Meeting on April 7, 2020 as events are changing daily. Employees should tentatively plan to return to their regular work schedules beginning April 8, 2020, unless notified otherwise.

There was discussion amongst the Commissioners, Council, Todd McCormack, Greg Steuerwald, and Elected Officials/Department Heads to answer questions.

Sheriff Clark requested the Commissioners reconsider approving additional compensation for Jail and Sheriff's Department employees. Nancy Marsh advised it would cost the County \$326,000.00 per pay period if additional compensation were to be paid to the employees at the Jail, Sheriff's Department, and Work Release. Commissioner Whetstone advised there will be no additional compensation for any essential employee working in person during this time frame.

Commissioner Palmer moved to approve the Policy as presented pending final wording and counsel approval. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0. Commissioner Whetstone advised Todd McCormack will send out a written version of the finalized Policy later in the afternoon.

IN THE MATTER OF ACKNOWLEDGMENT OF CORRESPONDENCE

TITLES ENDORSED

1. 2018 Chevrolet Tahoe VIN: 1GNSKDEC8JR304002 Totaled

STAFF REPORTS RECEIVED

1. Receipt was acknowledged for the Engineering Department Report of March 24, 2020 from John Ayers.
2. Receipt was acknowledged for the Facilities Department Report of March 24, 2020 from Kevin Cavanaugh.
3. Receipt was acknowledged for the Executive Director's Report of March 24, 2020 from Todd McCormack.
4. Receipt was acknowledged for the I.T. Department Report of March 24, 2020 from Doug Morris.
5. Receipt was acknowledged for the Human Resources Report of March 9, 2020 through March 20, 2020 from Erin Hughes.
6. Receipt was acknowledged for the Highway Department Report of March 2, 2020 through March 6, 2020 and March 9, 2020 through March 13, 2020 from Curt Higginbotham.
7. Receipt was acknowledged for the Planning and Building Department's Report of Collections for the collections period of February 1, 2020 through February 29, 2020 from Tim Dombrosky.
8. Receipt was acknowledged for the Parks & Recreation Department Report of March 20, 2020 from Ryan Lemley.

CORRESPONDENCE RECEIVED

1. 2020 Township Assistance Guidelines from Washington Township Trustee's Office.

IN THE MATTER OF ADJOURNMENT

Commissioner Palmer moved to adjourn the Hendricks County Commissioners' Meeting at 10:55 AM on Tuesday, March 24, 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