



HENDRICKS COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE MARCH 12, 2019 MEETING

The Hendricks County Board of Commissioners met in regular session at 9:00 AM on Tuesday, March 12, 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
Graham Youngs	Attorney
Kim Galloway	Assistant Engineer
Erin Hughes	Human Resources Administrator
Brett Clark	Sheriff
Kevin Cavanaugh	Facilities Manager
Larry Scott	Councilman
Nicole Lawson	Assessor
Charlene Cuthbertson	Chief Deputy Assessor
Doug Morris	I.T. Director
Tim Dombrosky	Planning Director
Ryan Lemley	Parks and Recreation Superintendent
Eric Ivie	Parks and Recreation Assistant Superintendent
Jeremy Gooch	Chief Public Defender
James Mardis	Regional Sewer/NPDS Director
Theresa Lynch	Recorder
Sean Horan	Emergency Management Director
Krista Click	Environmental Health Director
Joe Percy	Highway Department Assistant 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 and led the Pledge to the Flag in unison. Commissioner Gentry gave a brief prayer for those who wished to participate.

IN THE MATTER OF MINUTES

Commissioner Whetstone moved to approve the Minutes of the February 26, 2019 Commissioners' Meeting as amended. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

Commissioner Whetstone moved to approve the Minutes of the February 26, 2019 Commissioners' Executive Session as presented. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CLAIMS

Commissioner Palmer's question regarding Claims was answered. Commissioner Gentry moved to approve Direct Deposit Check Numbers 176082 through 176599 and all Budgetary Claims presented from the Auditor's Office for the period beginning February 28, 2019 and ending March 13, 2019, dated March 13, 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 PUBLIC HEARING FOR PROPOSED ORDINANCES/RESOLUTIONS ESTABLISHING FUNDS

Commissioner Palmer opened the Public Hearing for proposed Ordinance No. 2019-07; Ordinance/Resolution Establishing Cumulative Bridge Fund, proposed Ordinance No. 2019-08; Ordinance/Resolution Establishing Major Bridge Fund, and proposed Ordinance No. 2019-09; Ordinance/Resolution Establishing Cumulative Capital Development Fund at 9:03 AM. Nancy Marsh presented the proposed Ordinances, advised they are required each year as the amounts change as the assessed values change each year, and recommended approval. There were no concerns or objections presented and Commissioner Palmer closed the Public Hearing at 9:05 AM.

Commissioner Whetstone moved to approve the three (3) Ordinances as presented. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF WELCOME HOME VIETNAM VETERANS DAY PROCLAMATION

Commissioner Palmer presented Rhonda Beck, representative from the Wa-Pe-Ke-Way Chapter of the National Society of the Daughters of the American Revolution, with a Commissioners' Proclamation proclaiming March 29, 2019 as "*Welcome Home Vietnam Veterans Day*" in Hendricks County.

IN THE MATTER OF HENDRICKS COUNTY TOURISM COMMISSION APPOINTMENT

Jaime Bohler-Smith, Executive Director of Visit Hendricks County, reported the Embassy Suites Hotel and Conference Center in Plainfield will open on March 20, 2019 with the Grand Opening scheduled for June 2019.

Jaime Bohler-Smith requested the Commissioners appoint Brandy Dixon to serve on the Hendricks County Tourism Commission through December 31, 2020. Brandy Dixon is the General Manager of the Hampton Inn & Suites in Plainfield, is involved in the tourism industry, and would be an asset to the Commission.

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

Commissioner Palmer inquired about the status of appointee, Clay Chafin, as he recently resigned from the Town of Plainfield. Jaime Bohler-Smith further reported Clay Chafin's appointment expires on December 31, 2019 and he plans to fulfill his term, but might be replaced before the expiration of his term, with his replacement at the Town of Plainfield.

IN THE MATTER OF ARCD DESIGN PROPOSAL FOR SUPERIOR COURT NO. 4

Kevin Cavanaugh presented the arcDESIGN Proposal in the amount of \$9,200.00 for the creation of remodeling plans for Superior Court No. 4's courtroom and requested approval.

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

IN THE MATTER OF REVISED RONALD REAGAN PARKWAY NOTICE TO VACATE AND OCCUPANCY AGREEMENT

Kim Galloway and Graham Youngs presented a revised Notice to Vacate and Occupancy Agreement for the parcel located at 8320 N. County Road 900 E. in Brownsburg that was acquired during right-of-way acquisition for the Ronald Reagan Parkway and requested approval. Kim Galloway and Graham Youngs advised the terms were changed from the Agreement approved during the February 12, 2019 Commissioners' Meeting to allow the resident to remain in the home until June 30, 2019. Kim Galloway reported the resident will be required to pay rent if they do not vacate before June 30, 2019.

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

the motion and asked if there were any questions or comments. Commissioner Whetstone reported the County should have started charging the resident rent sooner. The motion was approved unanimously 3-0-0.

**IN THE MATTER OF PROFESSIONAL SERVICES AGREEMENT FOR TRAFFIC SIGNAL
MAINTENANCE**

Kim Galloway presented the Professional Services Agreement for Traffic Signal Maintenance from Midwestern Electric, Inc. and requested 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 ELECTED OFFICIALS

No matters presented.

IN THE MATTER OF REQUEST FOR QUALIFICATIONS FOR RIGHT-OF-WAY SERVICES

Kim Galloway reported five (5) responses were received for the Request for Qualifications for Right-of-Way Services and advised they will be reviewed and will present a recommendation on a later date.

IN THE MATTER OF RQAW JAIL FEASIBILITY STUDY

Kevin Cavanaugh reported the initial meeting with himself, RQAW, and the Sheriff's staff is scheduled for March 14, 2019

IN THE MATTER OF PROPOSED CASA RELOCATION

Kevin Cavanaugh reported he plans to request funding from the Council during their April 2, 2019 Meeting to fund the proposed CASA relocation to the old Beecham building. Kevin Cavanaugh advised that if it is determined the space is not needed as originally stated due to the Probation Department growth not being what was projected, then he will withdraw his request for funding from the Council.

IN THE MATTER OF TOWN OF DANVILLE WATERLINE EXTENSION

Kevin Cavanaugh reported he has been contacted by Banning Engineering to assist with securing approval for an extension of a new Town of Danville water main north along County Road 200 East, the east side of the Fairgrounds property, from the new roundabout to the entry of the Whisperwood Subdivision. Kevin Cavanaugh stated he has advised Banning Engineering that they will need to obtain the easement from the Hendricks County Building Facilities Corporation and advised them to notify the Fairgrounds management as well. Kevin Cavanaugh reported they plan to bore under drainage features and drives instead of having to cut through them.

Commissioner Palmer inquired if the work would be completed before the 4-H Fair begins in July as to not be a disruption to the event. Kevin Cavanaugh advised he did not know the time frame for the project.

IN THE MATTER OF LONG RANGE CAPITAL PLAN WORKSHOP

It was the consensus of the Commissioners to reschedule the Long Range Capital Plan Workshop to May 14, 2019 at 10:45 AM, following the Regional Sewer Board Meeting.

IN THE MATTER OF REQUEST FOR TIME CLOCK AT MCCLOUD NATURE PARK

Doug Morris reported Ryan Lemley has requested a time clock be placed at McCloud Nature Park for the Parks & Recreation staff to use for clocking in and out of the RightStuff time tracking system. Doug Morris advised the matter has been discussed with Council President Eric Wathen, who did not have a problem with the request, but wanted the matter to be discussed with the Commissioners and would also like to consider adding additional time clocks in the Government Center. Doug Morris advised the current time clocks are being phased out by the vendor and the new time clocks have wireless capability and are more compatible with the County's malware and security software. The cost to purchase the same time clocks we currently have would be \$1,200.00 per time clock and the cost to purchase the new models would be \$2,200.00 per time clock. Doug Morris reported he is working with the vendor to obtain a more solid quote for fifteen (15) new time clocks with a \$200.00 per time

clock trade-in credit for nine (9) old ones. Doug Morris stated he would like to keep the remaining five (5) old time clocks to use at certain buildings; Highway Department, Parks and Recreation Office, and McCloud Nature Park until they become obsolete. Doug Morris stated the approximate price would be \$31,000.00 and he does not have the funds in his current budget.

Commissioner Palmer inquired where the time clocks were needed at in the Government Center. Doug Morris and Nancy Marsh advised there isn't a time clock at the southeast entrance or at the southwest entrance. Doug Morris advised if time clocks were placed in every building at the entrances, with most of the time clocks having the access card clock in feature as the new models have, more employees would be properly clocking in and out using the time clocks and their time would be more accurately reflected. Commissioner Palmer inquired if there currently is a time clock at the Parks and Recreation Office. Ryan Lemley reported there is not currently one there and advised he has the staff clocking in and out from a desktop computer and only requested one (1) time clock in an effort to be reasonable with the request.

Doug Morris stated he would come back with a more solid quote from the vendor at a later date.

IN THE MATTER OF COURTHOUSE SECURITY CAMERAS

Doug Morris presented a Proposal from Security Automation Systems in the amount of \$8,300.00 for the installation of two additional security cameras at the Courthouse, one to monitor the security checkpoint area and one to monitor the holding cell area, and requested approval. Doug Morris advised he does not have the funds in his current budget to pay for the Proposal.

There was discussion regarding where the Proposal should be paid from and it was the consensus of the Commissioners for Doug Morris to make a request to the Council for the additional appropriation to his budget for the project.

Commissioner Gentry moved to approve the Proposal as presented, pending Council approval of the additional funds to cover the cost of the Proposal. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF COMMENTS FROM THE FLOOR

Jeff Pipkin, Executive Director of the Hendricks County Economic Development Partnership (HCEDP), reported the process for approving tax abatements has changed and advised he would be presenting a proposed tax abatement to the Commissioners for Project Fulham on the March 26, 2019 Commissioners' Meeting. Jeff Pipkin introduced Victoria Ross-Frost, the new Business Development Manager for HCEDP.

Commissioner Whetstone and Commissioner Gentry inquired who is required to hold the Public Hearing. Jeff Pipkin advised the Council is required to hold the Public Hearing.

IN THE MATTER OF COMMISSIONERS

Commissioner Palmer reported the Animal Control and Shelter is running a cat adoption special for the month of March, waiving the adoption fee. Adopters will still have to pay the \$9.95 for microchip registration. The goal is to adopt out forty-six (46) cats in honor of Ladonna Hughes' forty-sixth (46th) birthday.

Commissioner Gentry requested a meeting with Tim Dombrosky, Dave Gaston, Jim Mardis, and others who handle approvals for permitting to review the process and review of drainage plans for new construction. Commissioner Palmer expressed a concern for adding layers to the permitting process and making it more cumbersome. The meeting was scheduled for Thursday, March 14, 2019.

Commissioner Palmer thanked Stephen Christian of SJCA, P.C., for the invitation to his retirement party and wished him well.

Commissioner Palmer reported there was another article on WISH-TV, regarding Scott Butrum and the house he has been assisting the homeowner with rehabilitating, and advised they are still in need of insulation.

IN THE MATTER OF ACKNOWLEDGMENT OF CORRESPONDENCE

TITLES ENDORSED

1. 2012 Chrysler 200 Touring VIN: 1C3CCBBG2CN287721 To Be Auctioned

STAFF REPORTS RECEIVED

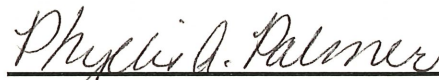
1. Receipt was acknowledged for the Engineering Department Report of March 12, 2019 from John Ayers.
2. Receipt was acknowledged for the Facilities Department Report of March 12, 2019 from Kevin Cavanaugh.
3. Receipt was acknowledged for the Executive Director's Report of March 12, 2019 from Todd McCormack.
4. Receipt was acknowledged for the I.T. Department Report of March 12, 2019 from Doug Morris.
5. Receipt was acknowledged for the Human Resources Report of February 25, 2019 through March 8, 2019 from Erin Hughes.
6. Receipt was acknowledged for the Highway Department Report of February 4, 2019 through February 8, 2019, February 10, 2019 through February 15, 2019, February 17, 2019 through February 22, 2019, and February 25, 2019 through March 1, 2019 from Curt Higginbotham.
7. Receipt was acknowledged for the Animal Shelter and Control Report for the month of February 2019 from LaDonna Hughes.
8. Receipt was acknowledged for the Parks & Recreation Department Report of March 8, 2019 from Ryan Lemley.
9. Receipt was acknowledged for the County Treasurer's Monthly Report for the month ending February 28, 2019 from Shawn Shelley.
10. Receipt was acknowledged for the Jail Meal Report of July 2018 through December 2018 from Sheriff Brett Clark.
11. Receipt was acknowledged for the 2018 Jail Report from Sheriff Brett Clark.

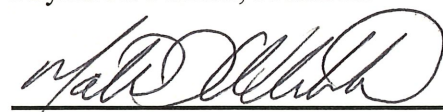
CORRESPONDENCE RECEIVED

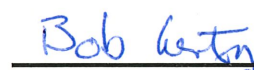
1. Notice of Public Hearing of the Danville Board of Zoning Appeals for a variance petition filed by Jonathan and Magen Eller from Progress Studio, LLC.
2. Notice of Tort Claim from Ken Nunn Law Office representing Cindy McKinney and Joseph A.T. McKinney.
3. Notice of Tort Claim from Ken Nunn Law Office representing Erica A. Madson.
4. Notice of Tort Claim from Ken Nunn Law Office representing Rozell L. Morris.
5. Notice of Tort Claim from Ken Nunn Law Office representing She'auna L. Collins.

IN THE MATTER OF ADJOURNMENT

Commissioner Whetstone moved to adjourn the Hendricks County Commissioners' Meeting at 9:51 AM on Tuesday, March 12, 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