



HENDRICKS COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE NOVEMBER 12, 2019 MEETING

The Hendricks County Board of Commissioners met in regular session at 9:00 AM on Tuesday, November 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
Greg Steuerwald	Attorney
Nancy Marsh	Auditor
John Ayers	Engineer
Brett Clark	Sheriff
Tami Mitchell	Financial Administrator
Erin Hughes	Human Resources Administrator
Kevin Cavanaugh	Facilities Manager
Curt Higginbotham	Highway Department Superintendent
Kim Galloway	Assistant Engineer
Bart Harvey	Highway and Bridge Project Manager
Dr. David Stopperich	Health Officer
Krista Click	Environmental Health Director
Shawn Shelley	Treasurer
Nicole Lawson	Assessor
Charlene Cuthbertson	Chief Deputy Assessor
David Gaston	Surveyor
Doug Morris	I.T. Director
John Gramling	Application Support Specialist
Tim Dombrosky	Planning Director
Beth Switzer	Extension Director
Sean Horan	Emergency Management Director
Laura Herzog	Voters Registration Supervisor
Ryan Lemley	Parks and Recreation Superintendent

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

Commissioner Palmer opened the Meeting at 9:22 AM with a quorum of all three (3) Commissioners present and led the Pledge to the Flag in unison. Commissioner Whetstone gave a brief prayer for those who wished to participate.

IN THE MATTER OF MINUTES

Commissioner Gentry moved to approve the Minutes of the October 22, 2019 Commissioners' Meeting as presented. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF CLAIMS

Commissioner Palmer's question regarding a per diem claim was answered. Commissioner Whetstone moved to

approve Check Numbers 110456 through 110459, Direct Deposit Check Numbers 184887 through 185923, and all Budgetary Claims presented from the Auditor's Office for the period beginning October 24, 2019 and ending November 13, 2019, dated November 13, 2019. Commissioner Gentry 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 BID OPENING FOR PHONE SYSTEM UPGRADE PROPOSALS

Commissioner Palmer closed the bids for Phone System Upgrade Proposals at 9:26 AM. Doug Morris proceeded to open Proposals from Lightbound, Inc. and Pinnacle Voice and Data Services, Inc.

It was the consensus of the Commissioners to take the Proposals under advisement and for Doug Morris to present a recommendation to the Commissioners on a later date.

IN THE MATTER OF TOWNSHIP ASSISTANCE APPEAL REQUEST-WASHINGTON TOWNSHIP

LaTasha Johnson, resident of 10855 Cannonade Court in Indianapolis, was not present when the matter initially came up on the Agenda. Mila Shaffer advised she spoke with LaTasha Johnson on November 4, 2019 to provide the details of the date, time, and location for the Appeal and confirmed she would be present. It was the consensus of the Commissioners to delay the matter until the end of "New Business" to allow additional time for her to appear.

Commissioner Palmer revisited this matter at 10:03 AM; LaTasha Johnson did not appear for her Appeal Request. Greg Steuerwald advised the Commissioners determine if the Trustee's Office followed the procedures outlined in their Eligibility Standards and Guidelines for Township Assistance and do not determine applicant eligibility.

Sue Allen, Director of Washington Township Assistance, appeared and reported LaTasha Johnson applied for Township Assistance and was denied pursuant to the Eligibility Standards and Guidelines for Township Assistance for calendar year 2019 due to income. Sue Allen advised she may re-apply thirty (30) days after her last application for Assistance.

Commissioner Whetstone moved to deny LaTasha Johnson's Appeal and affirm the Washington Township Trustee's Office followed the procedures outlined in their Eligibility Standards and Guidelines for Township Assistance to determine eligibility. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF REQUESTING LETTER OF SUPPORT FOR COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY

Rose Scovel, Senior Planner from the Indianapolis Metropolitan Planning Organization (MPO), presented a Letter of Support to update the Comprehensive Economic Development Strategy (CEDS) for central Indiana in partnership with the Indy Chamber and requested approval. Rose Scovel reported a CEDS is the first step toward applying for Economic Development District status with the US Economic Development Administration and advised the MPO is not asking for a financial commitment from the County at this point. Rose Scovel advised the MPO has asked Boone, Hamilton, Hancock, Hendricks, Johnson, Madison, Marion, and Morgan counties to participate in updating the CEDS for their application for an Economic Development District.

There was discussion amongst the Commissioners, Rose Scovel, and Jeff Pipkin regarding the process. The Commissioners expressed their concerns of how legislative matters will impact the process and Commissioner Palmer advised it appears to be the creation of another layer of government.

Commissioner Gentry moved to approve the Letter of Support to update the CEDS as presented and advised future County involvement would be decided upon as the process progresses. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF INDOT 2019 3RD QUARTER CLAIM VOUCHER FOR LINK

Pat Cockrum, representative from LINK, presented the INDOT 2019 3rd Quarter Grant Claim Voucher in the amount of \$204,197.00 and requested approval.

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

IN THE MATTER OF 2020 EXTENSION CONTRACTUAL SERVICES AGREEMENT WITH PURDUE UNIVERSITY

Beth Switzer presented the 2020 Extension Contractual Services Agreement with Purdue University in the amount of \$119,020.00 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 REQUEST FOR PROPOSALS FOR 2020 MACHINE TECHNICIAN

Laura Herzog presented the Request for Proposals for 2020 Machine Technician (RFP) and requested approval to proceed with advertising the RFP. Proposals are due by 9:00 AM on December 27, 2019.

The Commissioners inquired about the request for an added employee for the office during Budget Hearings where they had recommended this employee be responsible for the duties of the Machine Technician. Nancy Marsh advised a part-time employee was approved by the Council, but stated the Clerk expressed concerns as to if the employee would have time to be out of the office to perform the Machine Technician duties and still have adequate office coverage.

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

IN THE MATTER OF BAKER TILLY MUNICIPAL ADVISORS, LLC. AGREEMENT

Nancy Marsh presented the Baker Tilly Municipal Advisors, LLC. Agreement in the amount of \$108,700.00 to assist the Auditor's Office with the Generally Accepted Accounting Principles ("GAAP") Financial Statements 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 70 WEST COMMERCE PARK PROJECT BONDS WITH THE ANSIN FOUNDATION

Nancy Marsh presented the Series 2013A and Series 2013B West Commerce Park Project Bonds with the Ansin Foundation and requested the Commissioners sign them as they have been purchased.

The Commissioners inquired who the new purchaser was and if there are any changes to the project. Nancy Marsh and Jeff Pipkin advised they did not know any details.

Commissioner Whetstone moved to approve the request as presented, pending further details and clarification from Greg Guerrettaz and review by Counsel. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF SENIOR SERVICES, INC. CONSOLIDATED FINANCIAL STATEMENTS AND AUDIT

Nancy Marsh presented the Consolidated Financial Statements and Audit from Hendricks County Senior Services, Inc. for years ended June 30, 2019 and 2018 and requested acknowledgment of receipt.

Commissioner Whetstone moved to acknowledge receipt of the Statements and Audit as presented. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF SYCAMORE SERVICES, INC. CONSOLIDATED FINANCIAL STATEMENTS AND AUDIT

Nancy Marsh presented the Consolidated Financial Statements and Audit from Sycamore Services, Inc. for years ended June 30, 2018 and 2017 and requested acknowledgment of receipt.

Commissioner Whetstone moved to acknowledge receipt of the Statements and Audit as presented. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF INFOARMOR, INC. MASTER SERVICE AGREEMENT

Erin Hughes presented the InfoArmor, Inc. Master Service Agreement for a voluntary insurance product that would be payroll deducted for employees who opt to purchase it and requested approval. There is no cost to the County to offer this voluntary product to employees and was recommended by the Benefits Committee during their September 3, 2019 Meeting.

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 NATIONWIDE PET INSURANCE AGREEMENT

Erin Hughes presented the Nationwide Pet Insurance Agreement for a voluntary insurance product that would be payroll deducted for employees who opt to purchase it and requested approval. There is no cost to the County to offer this voluntary product to employees and was recommended by the Benefits Committee during their September 3, 2019 Meeting.

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 QBE FOR STOP LOSS

Jeff Fox, representative from HJ Spier, Co. Inc., presented the QBE Standard Excess Loss Insurance Disclosure Form to begin changing the County's medical stop loss provider from Symetra to QBE and requested approval. Jeff Fox reported the Benefits Committee recommended the change to QBE during their November 6, 2019 Meeting due to a rate increase from Symetra. Jeff Fox advised he asked several companies to provide a stop loss quote for the County and stated QBE was the least expensive provider for the same coverage as Symetra, which is a \$300,000.00 stop loss per covered employee.

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

IN THE MATTER OF 2020 COMMISSIONERS' MEETING SCHEDULE

Mila Shaffer presented the proposed 2020 Commissioners' Meeting Schedule and requested approval. Mila Shaffer advised all of the Meetings would be on the second and fourth Tuesday of each month at 9:00 AM and the 2020 County Holiday Schedule does not impact any of the proposed dates.

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

IN THE MATTER OF PROPOSED GRANT OF EASEMENT TO DUKE ENERGY INDIANA, LLC.

Kevin Cavanaugh presented a proposed Grant of Easement to Duke Energy Indiana, LLC. for Parcel Number 32-11-11-100-003.000-003 for an additional easement area adjacent to the new substation to accommodate equipment layout changes that will tie into a previously granted easement and requested approval.

Commissioner Whetstone expressed a concern regarding the “consideration” being \$1.00 and stated hopefully the entities requesting these easements will one day return the favor to the County or maybe the County should consider adjusting the amounts before approving the easements. Commissioner Palmer advised there is a similar one being requested to the Building Facilities Corporation for the Fairgrounds property from Hendricks Power.

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

**IN THE MATTER OF SELECTION OF DESIGN FIRM FOR PROPOSED NEW JAIL AND
SHERIFF’S OFFICE**

The Commissioners and Kevin Cavanaugh reported they interviewed DLZ, Elevatus, and RQAW during a Workshop on October 22, 2019 for the design firm for the proposed new Jail and Sheriff’s Office and thanked the firms for taking the time to present their Proposals.

Commissioner Gentry moved to select RQAW as the design firm for the proposed new Jail and Sheriff’s Office. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0. Kevin Cavanaugh advised the next step will be to select a Construction Manager to coordinate their efforts with RQAW.

IN THE MATTER OF ELECTED OFFICIALS

David Gaston inquired about the status of the Ordinance for the amendment of the Hendricks County Drainage Board Uniform Fee Schedule and why it was not on the Agenda. Mila Shaffer advised the amended Ordinance is scheduled for a Public Hearing during the November 26, 2019 Commissioners’ Meeting, as required by statute.

Sheriff Brett Clark reported the Sheriff’s Department received an IPEP Grant to assist in purchasing new vests for the officers.

Shawn Shelley reported Tuesday, November 12, 2019 is the deadline to pay property taxes and advised the Treasurer’s Office would be open until 6:00 PM on this date.

IN THE MATTER OF COUNTY ROAD 1000 S. AT COUNTY ROAD 100 E.

John Ayers reported he emailed the parcel information to the Commissioners regarding a parcel at County Road 1000 S. and County Road 100 E. and requested a decision be made on condemnation as the owner has advised he will not allow the County to acquire a small portion of his property for right-of-way unless the County signs an affidavit stating there will be no future commercial development near his home off of State Road 39 and I-70. John Ayers recommended the County’s right-of-way buyer attempt to contact the owner one more time to try and reach an agreement and then proceed with condemnation if no agreement can be reached.

Commissioner Whetstone moved to have the buyer contact the owner one more time and then proceed with condemnation on the parcel if no agreement can be reached. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF REQUEST FOR QUALIFICATIONS FOR CULVERT INSPECTIONS

John Ayers reported Request for Qualifications for Culvert Inspections for the inspection of all culverts from 2’ to 19.99’ were received from Beam, Longest and Neff, Clark Dietz, CrossRoad Engineers, United Consulting, and USI. John Ayers advised the top three (3) scored firms, in no particular order are CrossRoad Engineers, United Consulting, and USI and requested a selection be made.

Commissioner Gentry moved to select United Consulting for Culvert Inspections. Commissioner Whetstone seconded the motion and the motion was approved unanimously 3-0-0.

IN THE MATTER OF RONALD REAGAN PARKWAY EXTENSION

John Ayers reported resolutions were reached with three (3) of the four (4) property owners during Mediation and anticipates the fourth to come to a resolution soon.

Commissioner Whetstone and John Ayers requested the Surveyor assist in providing an updated survey and revised legal description for the Starkey Farms parcel, based upon the terms of the resolution. David Gaston advised he would be able to perform the request. The items are needed within the next sixty (60) days.

IN THE MATTER OF RACEWAY ROAD RIGHT-OF-WAY ADMINISTRATIVE SETTLEMENT

John Ayers presented a Recommendation for Administrative Settlement Memorandum in the amount of \$1,416.00 for a parcel needed for right-of way for culvert replacement on Raceway Road and recommended approval.

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

IN THE MATTER OF BRIDGE NO. 84 RIGHT-OF-WAY ADMINISTRATIVE SETTLEMENT

John Ayers presented a Recommendation for Administrative Settlement Memorandum in the amount of \$3,072.25 for a parcel needed for Bridge No. 84 right-of way and recommended approval.

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

IN THE MATTER OF PROPOSED EASEMENT AT THE FAIRGROUNDS PROPERTY

Kevin Cavanaugh reported, as mentioned earlier in the Meeting, that Hendricks Power has reached out to the County to request an easement at the Fairgrounds property for underground utilities from the new substation. Kevin Cavanaugh advised language was added to the easement by Greg Steuerwald to protect the Fairgrounds sign as the proposed easement runs directly under the sign. The Building Facilities Corporation will need to meet to make a decision on whether to approve the proposed easement or not.

IN THE MATTER OF ICE AND SNOW REMOVAL FROM PARKING LOTS AND SIDEWALKS

Commissioner Palmer advised the Commissioners were approached by employees and by members of the Drainage Board regarding the unsatisfactory conditions of the Government Center parking lots and sidewalks. The Commissioners expressed their concerns of the condition of the parking lots and sidewalks to Kevin Cavanaugh and requested the Facilities Department begin clearing them of ice and snow sooner, and/or pre-treat them, to avoid slip and fall incidents as there were several reported incidents last winter.

IN THE MATTER OF REDISTRICTING OF PRECINCTS

Todd McCormack reported the Clerk sent an email recommending a company for consideration in assisting with the process of redistricting the precincts and requested guidance on how to proceed.

It was the consensus of the Commissioners for Todd McCormack to inquire with other counties as to how they handle the procedure and to check prices of other companies. Commissioner Whetstone recommended beginning the process as soon as possible to avoid any issues with upcoming elections.

IN THE MATTER OF CAMBRIDGE PLACE IN PITTSBORO 4-WHEELER INCIDENTS

Todd McCormack reported he spoke with Sheriff Brett Clark and Roger Call regarding the unauthorized use of 4-wheelers on County owned property near Cambridge Place in Pittsboro and advised they recommended placing "No Trespassing" signs on the property as it is a trespassing issue and not an Ordinance violation issue.

IN THE MATTER OF ANNUAL REVIEW OF TAKE HOME VEHICLES

Todd McCormack reported, per the Employee Manual, Department Heads/Elected Officials with take home vehicles in their department are required to submit to the Commissioners in the month of November an annual accounting of any take home vehicles and the number of times the vehicles were used for call outs from home, including documentation of such call outs.

It was the consensus of the Commissioners for Todd McCormack to send out a reminder email to Department Heads/Elected Officials to submit the information to him before the end of November.

IN THE MATTER OF COMMENTS FROM THE FLOOR

Tom Warthen, a resident of 950 Westbrook Drive in Mooresville, on behalf of Glennis Cooksey, Dawn Warthen, and Heather Warthen reported they feel there is a property and safety concern to the visitors and residents of 5359 E. North County Line Road in Camby due to the design of the intersection of S. Raceway Road and E. North County Line Road in Hendricks County.

Tom Warthen advised on October 21, 2019 an intoxicated driver went through the intersection and struck the house with his family members inside. Tom Warthen stated an intoxicated driver did the same thing back in 2015 and advised the Commissioners have the authority and responsibility to protect life and property to the best of their ability. Tom Warthen stated John Ayers has done everything to the best of his ability and is requesting the Commissioners help John Ayers come up with a better solution; guardrail, curbing, boulders, decorative landscape barriers, etc. Tom Warthen handed the Commissioners a letter he described as “Legal Notice” to the Commissioners for them to remedy the situation and failure to do so would result in further action by Warthen and Cooksey against the County if another incident occurs.

Greg Steuerwald and Commissioner Whetstone advised the Notice changes the dynamics of the conversation.

John Ayers advised hard barriers (boulders, guardrail, etc.), as he has explained to Tom Warthen before, can be put up but the County has a duty to keep the roadside safe for everyone, including the intoxicated drivers running through the intersection. If hard barriers are installed, it changes the circumstances of the intersection and changes the County’s liability and responsibility for installing an obstacle that could cause harm to someone, and something needs to be engineered that takes all matters into consideration. John Ayers stated he is researching to see what other options are available to be placed at the intersection to prevent the issue from reoccurring.

Tom Warthen stated this was more than acceptable and appreciates the efforts of the County to make improvements to the intersection to protect the property and his family. The Commissioners thanked Tom Warthen for bringing the matter to their attention.

IN THE MATTER OF COMMISSIONERS

Commissioner Whetstone reported he, Eric Wathen, and Todd McCormack met with Doug Burris and the Town of Plainfield (TOP) regarding various topics, one specifically being the Communications Center and the remodel of it to become compliant with Homeland Security standards and stated the Communications Center does have space for the Emergency Management Agency, should the Commissioners choose to relocate the office there. Commissioner Whetstone stated they have a primary backup 911 site at the Airport but the alternate 911 backup site doesn’t meet standards and recommended considering an alternate site be placed in the basement of the new Jail to use as a backup site or as a future primary site that meets Homeland Security standards. Commissioner Whetstone advised they also discussed how funding for the Communications Center is divided and Todd McCormack was working out the details with Nancy Marsh. Commissioner Whetstone requested the TOP make a list of capital improvements for the Communications Center to bring to the Commissioners.

Commissioner Whetstone reported the Gordon Graham Airport will have a new terminal soon to try and attract more business, but they still do not have jet fuel available on site.

IN THE MATTER OF ACKNOWLEDGMENT OF CORRESPONDENCE

CHECKS RECEIVED

- | | | |
|---------------|--------------------|----------------------|
| 1. \$3,833.33 | Town of Brownsburg | Stream Gauge Payment |
|---------------|--------------------|----------------------|

STAFF REPORTS RECEIVED

1. Receipt was acknowledged for the Engineering Department Report of November 12, 2019 from John Ayers.
2. Receipt was acknowledged for the Facilities Department Report of November 12, 2019 from Kevin

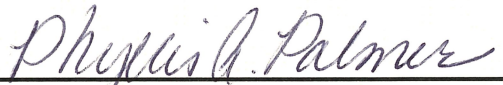
- Cavanaugh.
3. Receipt was acknowledged for the Executive Director's Report of November 12, 2019 from Todd McCormack.
 4. Receipt was acknowledged for the I.T. Department Report of November 12, 2019 from Doug Morris.
 5. Receipt was acknowledged for the Human Resources Report of October 21, 2019 through November 8, 2019 from Erin Hughes.
 6. Receipt was acknowledged for the Highway Department Report of October 14, 2019 through October 18, 2019 and October 21, 2019 through October 25, 2019 from Curt Higginbotham.
 7. Receipt was acknowledged for the Planning and Building Department's Report of Collections for the collections period of September 1, 2019 through September 30, 2019 from Tim Dombrosky.
 8. Receipt was acknowledged for the County Treasurer's Monthly Report for the month ending October 31, 2019 from Shawn Shelley.
 9. Receipt was acknowledged for the Animal Control & Shelter Report of October 2019 from LaDonna Hughes.
 10. Receipt was acknowledged for the Emergency Management Report of October 19, 2019 through November 8, 2019 from Sean Horan.
 11. Receipt was acknowledged for the Parks & Recreation Department Report of November 7, 2019 from Ryan Lemley.

CORRESPONDENCE RECEIVED

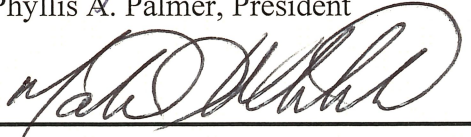
1. Letter from Glennis E. Cooksey Revocable Living Trust.
2. Minutes and Meeting Agenda from Cummins Behavioral Health Systems, Inc. Board of Directors.
3. Letter from Harold R. Vangundy.
4. Notice of Public Hearing Development Standards Variance by the Brownsburg Board of Zoning Appeals from Clark, Quinn, Moses, Scott & Grahn, LLP. for Case No. BZDV-10-19-1776.
5. Notice of Tort Claim from Wagner Reese, representing Barbara Faith.
6. Appearances, Summons, and Complaint and Demand for Jury Trial from Cleveland Lehner Cassidy, representing Mark W. Wicks.
7. Notice of Lien and Subrogation Interest from Horace Mann Insurance, representing Melinda Stinnett.

IN THE MATTER OF ADJOURNMENT

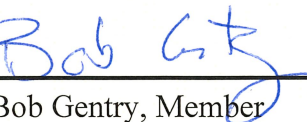
Commissioner Whetstone moved to adjourn the Hendricks County Commissioners' Meeting at 11:32 AM on Tuesday, November 12, 2019. Commissioner Gentry seconded the motion and the motion was approved unanimously 3-0-0.



Phyllis A. Palmer, President



Matthew D. Whetstone, Vice President



Bob Gentry, Member