

COMMISSIONERS' MEETING

January 23, 2023

The Bartholomew County Commissioners met on January 23, 2023, in the Commissioners Chambers of the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Larry S. Kleinhenz, Carl H. Lienhoop and Tony London, County Administrator Tina Douglas, County Auditor Pia O'Connor and Attorney Grant Tucker were in attendance.

Commissioner London opened the meeting.

Commissioner Lienhoop gave the invocation and led the Pledge of Allegiance.

The first item was the Approval of Minutes of January 9 & 19, 2023. **Commissioner Lienhoop motioned to Approve the Minutes of January 9 & 19, 2023 as presented. Commissioner Kleinhenz seconded the motion, which passed unanimously.**

The next item was the Approval of Payroll. **Commissioner Kleinhenz motioned to Approve Payroll as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.**

Commissioner London stated that immediately following this meeting would be a Board of Finance Meeting.

The next item was the weekly permits report as read by Commissioner Kleinhenz:

<i>Time frame</i>	<i>New permits</i>	<i>Fees</i>	<i>Value</i>
<i>01/09/23 to 01/13/23</i>	<i>22</i>	<i>\$ 15,150.00</i>	<i>\$ 20,655,897.00</i>
<i>01/16/23 to 01/20/23</i>	<i>10</i>	<i>\$ 2,411.00</i>	<i>\$ 757,178.00</i>

**Of Note 01/09/23 \$17,800,000 Dunlap at Nexus Park Phase 1B Remodel*

The next item was the Highway Crew Report as presented by Highway Engineer Danny Hollander as follows: cut trees around bridges on Lowell Road, 325 W, 600 S, 850 S, 900 S, 600 E, 8th Street & 10th Street; dura-patched in Wayne & Jackson Townships; crack sealed on 850 E & 400 N; put up signs; plowed & salted roads.

The next item was the Ratification of an Expenditure for the Highway Department as presented by Engineer Hollander as follows:

- *Genuine Allison 10-bolt clutch shift PTO*
 - *Reading Truck Equipment, LLC (New York, NY)*
 - *Allison PTO* *\$2,858.00*
 - *Z Equipment (Bloomington, IN)*
 - *On Back Order*
 - *Pro.Gear (Ohio)*
 - *Wasn't available*

Commissioner Kleinhenz motioned to Ratify the Expenditure with Reading Equipment in the amount of \$2,858.00 as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.

The next item was Proposals for the Highway Department for a Post Driver as presented by Engineer Hollander as follows:

- *One Heavy Duty Threaded Steel Barrel 1.3 HP Honda GX35 4-Stroke Engine with carrying case, tool kit & includes 2.5" adapter sleeve*
 - *Amazon.com*
 - *Titan Post Driver* *\$1,795.00*
 - *Northern Tool & Equipment.com*
 - *Titan Post Driver* *\$1,829.99*
 - *Farmparts4Less.com*
 - *Titan Post Driver* *\$1,839.95*

Engineer Hollander stated this is for the new standard posts they are using. **Commissioner Kleinhenz motioned to Approve the low bid of \$1,795.00 with Amazon.com. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was Proposals for the Highway Department for Sign Posts as presented by Engineer Hollander as follows:

- *Osburn Associates, Inc. (Logan, OH)*
 - *All signs with Hardware* *\$6,211.00*

- *L.A. Traffic Signs (Crown Point, IN)*
 - *All signs with hardware* *\$7,597.00*
 - *Includes \$502 for shipping*
- *Stello (Spencer, IN)*
 - *All signs with hardware* *\$9,009.00*

These are the signposts themselves for 100 posts. **Commissioner Lienhoop motioned to Approve the low bid of \$6,211 with Osburn Associates, Inc. as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was a Financial Commitment Letter to INDOT for Community Crossing Matching Grant Application for 2023 as presented by Engineer Hollander as follows:

- *Financial Commitment Letter to INDOT*
- *For the 2023 Community Crossings Grant*
- *Bartholomew County has the funds available and set aside*
- *To match the cost of Application #12532*
- *Expected total cost of project:* *\$2,000,000.00*
- *County match amount of:* *\$1,000,000.00*

The maximum amount is \$2,000,000. **Commissioner London motioned to Approve the Financial Commitment Letter to INDOT for the Matching Grant of #12532 as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.** Engineer Hollander stated that if they receive \$1,000,000 then they will not be able to get a second round. If it comes in under the \$1,000,000 then they can request the difference. Commissioner London stated the amount has been the same since they started this, yet the cost of the work has increased greatly. Commissioner Kleinhenz asked if there was any way to leverage more money. He thought they had done a second round. Engineer Hollander stated that it is still capped.

The next item was the Presentation of the American Rescue Plan (ARP) Report as presented by Auditor Pia O'Connor as follows:

- *For the year ended 2022, they had expended*

- \$500,000 for the Sewer Project at the Fair Grounds
- \$908,651 for the HVAC Project at the Jail
- \$2,590,885 in County Government Revenue losses
- 2022 Total Expenditures of \$3,999,536
- Grand Total Expenditure for 2021 & 2022 of \$5,893,828

Commissioner London stated that all the camping spots at the Fairground now have sewer hookups. This project is completed and we should be receiving the final bills soon. The Jail HVAC has been somewhat delayed due to supply issues. Commissioner London thanked Auditor O’Connor for her work managing the ARP Funds. A lot of counties have had to outsource this at great expense but we are fortunate to have Auditor O’Connor in house. **Commissioner London motioned to Accept the ARP Report as presented. Commissioner Kleinhenz seconded the motion, which passed unanimously.**

The next item was Proposals for Jury Box Chairs for Circuit Court as presented by Office Manager Tammy Johannesen (via Zoom) as follows:

- Upholstery work for 16 jury box chairs for courtroom
- Replace existing upholstery with a durable fabric upholstery & vinyl
- Quotes due by January 15th
- Requests sent to the following:
 - R & B Custom Upholstery (Columbus, IN)

▪ 18 Yards Fabric @ \$47.90/yd	\$ 862.22
▪ 23 Yards Vinyl @ \$38.90/yd	\$ 894.70
▪ Misc Supplies (decorative trim)	\$ 325.00
▪ Labor 16 chairs @ \$65/each	\$ 1,040.00
Total	\$ 3,271.92
 - Bayles Fabric & Upholstery (Elizabethtown, IN)
 - Did Not submit quote
 - Upholstery by Devon (Whiteland, IN)
 - Did Not submit quote

Office Manager Johannesen stated this is Phase II of this project. She sent out 3 requests for bids. They only received 1 bid. Phase I was completed by Bayles of Elizabethtown, but they did not submit this time. R & B did not bid on Phase I. They recently did work for the Brown County Court Room. They are comfortable going with them based on the work they have seen in Brown County. **Commissioner Kleinhenz motioned to Accept the bid from R & B Custom Upholstery in the amount of \$3,271.92. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the Consideration of an Amendment to the Contractor Agreements for Public Health Nursing as presented by Public Health Nursing Director Amanda Organist (via Zoom) as follows:

- ***Amendment No. 1 to full time contractor agreement with Tracy Day***
- *For RN to primarily assist as:*
 - *School Liaison*
 - *COVID-19 Clinics*
 - *Other duties as assigned by Director*
- *Original Contract signed January 24, 2022*
- *Amendment is extending the term of the Contractor Agreement*
 - *From January 23, 2023 through December 31, 2025*
- *Compensation is \$45.00 per hour to be paid out of Grant Funds*
- *Specific dates & hours worked shall be agreed upon on a weekly basis for the duration of the agreement*
- *Agreement Term: January 23, 2023 through December 31, 2025*
- *Grant Application Approved October, 25, 2022*
 - *For Funds through the Crisis GOAG Supplemental Workforce Grant*
 - *To provide the Local Health Department with a School Liaison*
 - *To Schools in the County*
 - *To Assist with COVID needs*
- *Amount requested: \$330,000*
- *County Council Approved Use of Funds: January 11, 2022*

- *Amendment No. 1 to full time contractor agreement with Heidi Hartsell*
- *For RN to primarily assist as:*
 - *School Liaison*
 - *COVID-19 Clinics*
 - *Other duties as assigned by Director*
- *Original Contract signed January 24, 2022*
- *Amendment is extending the term of the Contractor Agreement*
 - *From January 23, 2023 through December 31, 2025*
- *Compensation is \$45.00 per hour to be paid out of Grant Funds*
- *Specific dates & hours worked shall be agreed upon on a weekly basis for the duration of the agreement*
- *Agreement Term: January 23, 2023 through December 31, 2025*
- *Grant Application Approved October, 25, 202*
 - *For Funds through the Crisis GOAG Supplemental Workforce Grant*
 - *To provide the Local Health Department with a School Liaison*
 - *To Schools in the County*
 - *To Assist with COVID needs*
- *Amount requested: \$330,000*
- *County Council Approved Use of Funds: January 11, 2022*

Director Organist stated that the Grant had funding for 3 people. They have only been able to hire 2 people. Due to this fact, they have money left over in this grant so she is requesting to extend the contracts until 2025. She explained what the positions provide. **Commissioner Kleinhenz motioned to Approve the Amendments to the Nursing Contractors, Tracy Day and Heidi Hartsell, as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the Consideration of a Memorandum of Understanding between Bartholomew County, Bartholomew County Sheriff's Department and the Flatrock-Hawcreek School Corporation for a School Resource Officer (SRO) as presented by Sheriff Chris Lane and Major John Martoccia as follows:

- *MOU between Bartholomew County, BC Sheriff's Dept & FRHC*
- *Sheriff's Dept. to provide 1 Deputy for assignment within FRHC*
- *The SRO will be a full-time employee of the Sheriff*
- *Salary and Benefits will be paid for by the County*
- *FRHC will Fully Reimburse the County for the cost of the following:*
 - *SRO's base salary & pension contributions in the BSCO Budget*
 - *FICA/Medicare contributions in the BCSO Budget*
 - *Health Insurance contributions in the BCSO Budget*
 - *Clothing allowance, all as determined by the Bartholomew County Council*
- *The County will provide a police vehicle for the SRO*
- *FRHC will reimburse the County up to a maximum of 130 gallons of gasoline per month while school is in session*
- *2-year agreement*
- *January 1, 2023 through December 31, 2024*

Sheriff Lane stated that the only change this year is for the full year, not just during school sessions. **Commissioner Kleinhenz motioned to Approve the MOU between Bartholomew County, Bartholomew County Sheriff's Department and Flatrock-Hawcreek School Corporation with the deletion of the Automatic Renewal as listed in the Contract. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the Consideration of an Equitable Sharing Agreement and Certification for the Sheriff's Office as presented by Sheriff Chris Lane as follows:

- *Equitable Sharing Agreement & Annual Certification Report for the Sheriff's Dept*
- *Completion of the certification which reports asset seizure money received and spent for the year as required annually to comply with the National Code of Professional Conduct for Asset Forfeiture*
- *Beginning Equitable Sharing Fund Balance: \$231,807.07*
- *Total Equitable Sharing Funds Received: \$728,379.87*
- *Expenditures spent for Law Enforcement Equipment, Training & Education: \$98,549.27*

- *Remaining balance for the year ended 12/31/2022: \$861,637.69*

***Electronic submission must be sent within 60 days of the end of the Agency's Fiscal year to the Department of Justice and the Department of the Treasury*

Commissioner Kleinhenz asked if, when a seizure occurs, the County & City Officers are involved in the actual inventory. Sheriff Lane stated that yes, there are members present for the inventories. The recent memorable one included over 20 high-end vehicles, one of which was a 1968 Camaro SS. They have placed more checks and balances in place for accuracy. COVID also affected the one with the 20 cars. The weapons are destroyed but the other items are either used by the departments or sold at auction. **Commissioner Lienhoop motioned to Approve the Equitable Sharing Agreement & Annual Certification Report for the Sheriff's Office as presented. Commissioner Kleinhenz seconded the motion, which passed unanimously.**

The next item was the Consideration of a Planned Maintenance Agreement with Cummins for the Emergency Generator at the Jail as presented by Major Martoccia as follows:

- *3- year Agreement*
- *With Cummins*
- *For Maintenance of the Jail's Emergency Backup Generator*
 - *Full Service w/4 hour load bank*
 - *3 years at \$5,515.31 each for a total of \$16,545.93*
 - *Inspection*
 - *3 years @673.60 each for a total of \$2,020.80*
- *Total Amount of 3-year Agreement: \$18,566.73*

Commissioner London thought this had recently been brought through. It was discussed that EOC had brought their agreement through recently. **Commissioner Kleinhenz motioned to Approve the Agreement with Cummins in the amount of \$18,566.73 for 3-years. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the Consideration of Amendment No. 5 to the Master Service Agreement between HomeWav, LLC and Bartholomew County as presented by Major John Martoccia as follows:

- *This Amendment with HomeWav, LLC will renew and extend the agreement through January 1, 2027*
- *Original Agreement signed December 30, 2019*
 - *To provide inmate phone, remote video visitation & messaging over the internet at the Jail. The equipment listed on Exhibit A includes 47 kiosks, router, and two PoE switches. In addition to telephone and remote video visitation, the system provides inmate email and messaging, paperless forms and documents, scanning and emailing inmate mail items, commissary ordering with the current provider, and professional visits, (e.g. public attorneys) as shown on Exhibit B. Cost of services will be paid by inmate fees, and so, the 4-year agreement comes with no cost to the County.*
- *Amendment No. 1*
 - *Approved February 3, 2020*
 - *Added 3 additional kiosks*
- *Amendment No. 2*
 - *Approved April 5, 2021*
 - *HomeWav will not keep the video and voice recordings for a period of 1 year at no charge to the County. Previously it was for 90 days.*
- *Amendment No. 3*
 - *Approved January 24, 2022*
 - *HomeWav to provide compass tablets for inmates to use for educational portion, providing a chance for every inmate to obtain their GED*
- *Amendment No. 4*
 - *Approved July 11, 2022*
 - *HomeWav will provide additional services to credit each “inmate worker” \$4.50 towards Homewav’s video visitation services on a weekly basis. The County shall be responsible for maintaining & updating weekly classifications of “workers” within the HomeWav System. All inmate credits shall be deducted from the County Revenue Share.*

Major Martoccia explained that this Amendment No. 5 will carry the agreement through the end of the first term of Sheriff Lane, ending December 31, 2027. **Commissioner Lienhoop motioned to Approve Amendment No. 5 with HomeWav as presented. Commissioner Kleinhenz seconded the motion, which passed unanimously.** Commissioner Kleinhenz asked what is being done at the Jail for mental health and addiction recovery. Major Martoccia stated that as of January 2022, they increased the mental health advisor from 8 hours per week to 40 hours per week. They are now at the jail during the day for all inmates. Commissioner Kleinhenz asked if this individual administers medications. Major Martoccia stated they do not. If an inmate is in need of medication, they are seen by the medical doctor. The mental health advisor conducts interviews and assessment and refers inmates to the medical doctor if they believe the inmate would benefit from medication. Commissioner Kleinhenz stated that if they are in the jail for 6 months, he would hope that they would continue any medication once they are released. He asked about addiction recovery. Major Martoccia stated that they have 2 employees that deal with this. They work with ASAP to see that all available resources are provided. They do not administer medications. One of the best working medications is also highly addictive. Sheriff Lane stated that they are down 15, but just hired 4 so they are net down 11 full-time employees and 4 part-time employees. It requires 6-8 weeks for new employees to be able to fill the job. Commissioner Kleinhenz knows that the State Legislature is looking for more funding opportunities for the counties. Sheriff Lane stated that the Legislatures are looking at many options, including creating “regional facilities” for inmates with mental issues only. He believes that kind of facility would require 24/7 mental health associates on site. Auditor O’Connor stated that there was a question from Stephanie Carmer on Zoom. Ms. Carmer asked where the data for the change from 8 hours to 40 hours had been derived. Sheriff Lane stated that information was provided by the healthcare provider that is contracted for the Jail.

The next item was a Proposal for the Mailing of Notice of Assessments (Form 11’s) as presented by Assessor Ginny Whipple as follows:

- *Notice of Assessments for the 2023pay2024 thru 2026pay2027*
- *Legislated mailing deadline is May 1st to avoid an extended appeal time beyond the standard 45 days – ending June 15th.*
 - *Midwest Presort (Indianapolis, IN)*
 - *4-year Agreement*

- *Will insert additional informational pieces if requested*
- *Estimated Service Fees \$ 3,996.28*
 - *Total for 4 year of \$15,985.12 per year*
- *The Master's Touch (Spokane, WA)*
 - *4-year Agreement*
 - *Estimated Service Fees \$ 4,039.00*
 - *Total for 4 years of \$16,156 per year*
- *L & D Mail Masters (New Albany, IN)*
 - *4-year Agreement*
 - *Estimated Service Fees \$ 5,492.45*
 - *Estimated Postage Fees \$21,969.80*
- *Midwest has done the work for the last 4 years – all three will charge for the same going postage rate*

Commissioner Kleinhenz motioned to Approve the low bid with Midwest Presort in the amount of \$15,985.12 plus postage per year for 4-years. Commissioner Lienhoop seconded the motion, which passed unanimously.

The next item was the Consideration of the Annual Maintenance Agreement with CSI for the Recorder's Office as presented by Recorder Tami Hines as follows:

- *CSI Annual Agreements:*
 - *Software Maintenance*
 - *\$19,057.50*
 - *Annual Imaging Services Agreement & Annual Imaging Software & Hardware*
 - *\$15,178.00*
 - *Disaster Recovery Service Agreement*
 - *\$ 1,452.00*
 - *Total for all CSI Annual Agreements \$35,687.50*

Recorder Hines stated that these are paid for out of the Recorder's Perpetuation Fund, which is a User's Fee Fund. No tax dollars are used to fund this. **Commissioner Kleinhenz motioned to Approve the**

CSI Annual Agreements for the Recorder’s Office in the amount of \$35,687.50 as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.

The next item was the Decision on a Lighting System for the Softball/Baseball Complex at Dunn Stadium for the Parks Department as presented by Parks Director Rich Day as follows:

- *Custer Electric, Inc. Sports Lighting (Rushville, IN)*
 - *MUSCO System* *\$936,000.00*
- *Hellas Construction, Inc. (Seguin, TX)*
 - *EPHESUS System* *\$726,170.00*

- *Paid out of ARP Funds*
- *Park Board recommends the higher bid due to:*
 - *Warranty*
 - *Custer: 25-year warranty*
 - *Hellas: 10-year warranty*
 - *Pre-cast concrete bases as specified in bid*
 - *Custer: Yes*
 - *Hellas: No*
 - *Monitoring & Control as specified in bid*
 - *Custer: Does include 24/7 customer service*
 - *Hellas: Does NOT include 24/7 customer service*
 - *Bid was to be good for at least 90 days*
 - *Custer: Yes*
 - *Hellas: No – bid expired January 14, 2023*

Commissioner London stated that he had reached out to BCSC. They have the MUSCO system and are extremely happy with it. Director Day stated that if they go with the Hellas bid, if there is a bad light, we are responsible for getting the light down, sending it off, and then replacing the light once we receive it. With Custer, they come out and do all the work. **Commissioner London motioned to Approve the bid with Custer Electric in the amount of \$936,000 as it was the only bid to meet the specifications. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the Consideration of a Supplemental Service Agreement with American Legal Publishing Corporation as presented by County Administrator Tina Douglas as follows:

- *5-year Supplemental Service Agreement*
- *Expires January 23, 2027*
- *County shall provide hard copy or electronic copies of Ordinances & Resolutions passed subsequent to publication of the previous Code Supplement*
- *\$20.50 per re-printed page, plus an adjustment for the consumer price index for future years of supplements.*
- *For the 2023 S-10 Supplement, which will cover legislation enacted through Ordinance 2022-05 that the County has provided to the publisher; see below*
- *Estimated total for main editing work is \$2,700 to \$3,700 plus shipping & handling; and*
- *\$300 for updating the folio searchable database; and*
- *The searchable version of the code will be updated when the code is supplemented at \$1.95 per page rate, which is addition to the main editing fee listed below;*
- *Internet version of code: \$495/year*
- *American Legal will host the code in folio on internet on its website allowing the County to link from its homepage*

Commissioner Kleinhenz motioned to Approve the Supplemental Agreement with American Legal Publishing as presented. Commissioner Lienhoop seconded the motion, which passed unanimously. Commissioner London stated that this company publishes these on the web allowing the public to easily see them.

The next item was the Clerk's November 2022 Monthly Report. **Commissioner Lienhoop motioned to Accept the Clerk's November 2022 Monthly Report as presented. Commissioner Kleinhenz seconded the motion, which passed unanimously.**

The next item was the Treasurer's November & December 2022 Monthly Reports. **Commissioner Kleinhenz motioned to Accept the Treasurer's November & December 2022 Monthly Reports as presented. Commissioner Lienhoop seconded the motion, which passed unanimously.**

The next item was the Presentation of the 2022 Bridge Inventory Books by Chris Dyer & Jon Clodfelter of United Consulting. They explained that Bartholomew County has 202 bridges with spans over 20'. Mr. Dyer stated that to receive Federal funding, the inventories must be completed every 2 years. This was his first time to work in Bartholomew County so he brought a set of fresh eyes to this. Commissioner London asked where Bartholomew County stands in comparison to other Counties that they work with. Mr. Dyer stated they do work in 24 counties. Bartholomew County has a higher number of bridges than average and higher traffic counts. Commissioner London stated that he read that our average age is 39 while the State average is 45. Mr. Dyer stated that he has also provided the report on a flash drive that also includes all photos by bridge number and that the report is in an interactive pdf format. County Administrator Tina Douglas thanked him for including the flash drive, as it will make her job easier. **Commissioner Lienhoop motioned to Accept the Bridge Inventory Books & Flash-drive as presented. Commissioner Kleinhenz seconded the motion, which passed unanimously.**

Mark Webber of the Republic asked what changed on the FRHC SRO Agreement. It was explained that instead of 210 days per year it is now the full 365 days per year. It is now the same as the agreement with BCSC.

The next Commissioner's Meeting will be Monday, January 30, 2023.

Commissioner London noted the loss of Ariel Roberts. She was a fantastic student at Columbus North and had fought glioblastoma.

Sandra Bush, in the audience, stated that the paper petition to have the County Animal Ordinances the same as the City Animal Ordinances is now just shy of 1,000 signatures. She also read a letter from Ron Shadley who owns Faithful Friends in Passing.

Stephanie Carmer invited the Commissioners to the Asian Support Rally at City Hall this Thursday at 1:00 p.m. This is in support of local Asians in the wake of violence against them regionally and nationally.

There being no other business, the meeting was adjourned.

BARTHOLOMEW COUNTY
COMMISSIONERS

TONY LONDON, CHAIRMAN

LARRY S. KLEINHENZ, MEMBER

CARL H. LIENHOOP, MEMBER

ATTEST:

PIA O'CONNOR