

COMMISSIONERS' MEETING

August 5, 2024

The Bartholomew County Commissioners met on August 5, 2024, in the Commissioners Chambers of the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Carl H. Lienhoop (via Zoom), Tony London, Larry Kleinhenz, County Administrator Tina Douglas, Assistant County Administrator Brooke Bowers, County Attorney J. Grant Tucker, and Auditor Pia O'Connor were in attendance.

Commissioner Kleinhenz opened the meeting.

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

The next item was the Approval of Minutes for July 29, 2024. **Commissioner London motioned to approve the July 29, 2024 Minutes, as presented. Commissioner Kleinhenz seconded the motion, which passed unanimously.**

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

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

<u><i>Time Frame</i></u>	<u><i>New Permits</i></u>	<u><i>Fees</i></u>	<u><i>Value</i></u>
<i>7/29/24 to 8/2/24</i>	<i>31</i>	<i>\$2,654,619</i>	<i>\$5,4347.00</i>

- During last week's Commissioner's Meeting, Danny Hollander inquired about King's Hawaiian Project and what looked like the start of their construction, even though no building permits have been attained. Commissioner Kleinhenz mentioned making a few calls for further understanding and found that there have not been any building permits pulled, the Water Company has been doing basic site work as well as slight staging so they can install Water lines and do the maintenance needed for the King's Hawaiian Project to commence the next stages.

The next item was the Highway Weekly Crew Report, presented by County Highway Engineer Danny Hollander, as follows: The Highway Crew started working on more Chip and Seal in Sandcreek, Wayne, and Jackson Townships, mowed in Wayne and Clifty Townships, and put up signs as needed.

The next item was a Consideration of Right-of-Way purchase offers for homeowners, from the Highway Department, presented by Engineer Hollander. Some of the prices are lower than others due to having houses on the land needed for purchase. Those individual offers are:

- *Fleming – 4040 W. Lowell Road:* *\$23,135.00*

- <u>Bringman -</u>	\$4,200.00
- <u>Heath – 3960 250 West:</u>	\$1,000.00
- <u>Keown – 4090 250 West:</u>	\$24,380.00
- <u>Bolte -</u>	\$12,890.00
- <u>Kelley – 3405 Lowell Road:</u>	\$2,130.00
- <u>Heber – 3415 Lowell Road:</u>	\$1,000.00
- <u>Carter – 3310 Lowell Road:</u>	\$3,640.00
- <u>LW Farms –</u>	\$3,230.00
- <u>Avery – 2411 Lowell Road:</u>	\$1590.00

The affected landowners have thirty (30) days to have a counteroffer submitted. After the offers have been accepted by the homeowners, the Appraisal Phase of the Lowell Road Project will be completed.

Commissioner Kleinhenz motioned to Approve the Consideration for Right-of-Way Purchase offers as presented. Commissioner London seconded the motion, which passed unanimously.

The next item was a Proposal from the Sheriff’s Department with Intime Services, Inc. for a scheduling and workforce time management system, presented by Major Brandon Slate, Operations Division. Intime Services, Inc. will be used for scheduling all one hundred and twenty (120) employees at the Sheriff’s office and all thirty-two (32) employees at the Emergency Operations Center (EOC) for a total of one hundred fifty-two (152) employees. The current software used in the County, AOD, does not support scheduling functions flexible enough for the spontaneous scheduling the Sheriff’s Department will frequently experience. Intime will be used instead of paper timecards, service records, PTO requests, and payroll submissions. This proposal/agreement is for one (1) year. After the term is complete, the proposal/agreement can be renewed if agreed upon. This was a joint effort by the Auditor’s office, IT (Information Technology), EOC (Emergency Operations Center), and the Sheriff’s Department. Major Slate researched the software system Bartholomew County uses against other counties in Indiana to ensure that Intime would be the best fit for their department. Director Scott Mayes supported Major Slate’s efforts in researching which software would be beneficial for the Sheriff’s Department as well as meeting criteria for confidentiality. The Auditor’s office ensured the software will be compatible with our current Payroll system.

The initial cost for first-year fees: **\$36,416.00**

**Paid for by the Sheriff’s Department asset forfeiture and commissary funds*

Annual Fees: **\$22,166.00**

**Paid by the Information Technology (IT) Department*

Audience member Sandra Bush asked for clarification; Are you trying to marry a preexisting software with a new software? I hear the term AOD software and Intime Software, was there a previous software compatible and if so, why are we changing software systems? Major Slate informed the audience that their current system is Google Sheets because AOD cannot support their scheduling. Their Google Sheet is routinely updated with careful review. This leaves room for error in Google Sheets and causes future scheduling difficulties. Commissioner London also highlighted that when the term “marrying” was mentioned, the departments were trying to make sure the new software would integrate with our current Payroll software seamlessly.

Audience member Zack Patchett followed up on the question: Will Intime become software that is adopted throughout the entire county? If AOD is used but cannot support the complex scheduling, then will Intime be something the County adopts as well? Director Mayes explained that Intime is a specialized software that is compatible with the current Payroll software as well as the Sheriff's Department's scheduling requirements and is used by other Counties for the same purpose. This software is more expensive, ergo the County will stay with the current AOD software to save money.

Sandra Bush asked, from a hospital standpoint with similar issues when coming to scheduling issues that are never-ending, is there something available for them to help? Director Mayes explained there are a lot of different applications out there, and that Intime is not exclusive to Governmental entities. If different businesses wanted to look into purchasing another software to fit their needs, Intime could be an option. Commissioner London took a moment to acknowledge and praise Director Scott Mayes’ dedication and efforts to obtaining current software and keeping Bartholomew County protected from cybersecurity threats. **Commissioner London motioned to Approve the Proposal/Agreement as presented.**

Commissioner Lienhoop seconded the motion, which passed unanimously.

The next item was the Proposal/Agreement of the Treasurer’s Office Mail Machine Lease, presented by Treasurer Barb Hackman.

Pinnacle Mailing Products (Yorktown, IN) – Sixty (60) month lease

- \$148.73 per month
 - \$1,739.76 (year)

Pitney Bowes – Sixty (60) month lease

- \$149.59 per month
 - \$1,795.08 (year)

Quadient – Sixty-three (63) month lease

- \$208.63
 - \$2,503.56 (year)

The Mail Machine Lease ends this year in December and needs to be reviewed and renewed. The Treasurer’s office oversees all postage requirements for the Governmental Office Building, excluding the Health Department. As the Commissioners motioned to approve the low quote, Treasurer Hackman asked to correct the price. Which is \$1,739.76. **Commissioner Lienhoop motioned to Accept the Proposal/Agreement for Pinnacle Mailing Products as presented. Commissioner London seconded the motion, which passed unanimously.**

The next item was the First Reading for the Consideration of an Ordinance about regulating establishments providing tattoos and/or body piercings and artists administering tattoos and/or body piercings presented by Director Link Fulp from the Environmental Health Department. The purpose of this ordinance is to define a tattoo parlor and body piercing facility, to require permits and permit fees for the operation of a tattoo and body piercing business, to prohibit the application of a tattoo or body piercing to a minor, to regulate the inspection of a tattoo business, to provide for the enforcement of this ordinance, and to affix penalties by 410 IAC 1-5: Sanitary Operation of Tattoo and Body Piercing Facilities. The Indiana Department of Health has adopted reasonable rules to regulate the sanitary operation of tattoo and body piercing facilities. After calling neighboring counties to get a fair price, the Environmental Health Department agreed upon the prices mentioned below. An ordinance is required to be passed for the Indiana Health Safe First Funds.

License Fees: (added in the fees ordinance)

Tattoo and Body Piercing Facility:	\$250.00 (annually)
Tattoo Artist Fee:	\$25.00 (annually)

**See attached ordinance*

Commissioner Kleinhenz opened the public hearing for questions.

Mark Webber with the Republic Newspaper inquired how many Tattoo and Body Piercing parlors are within the community. Director Fulp said approximately 8 (eight), with 2 (two) agencies contacting the Health Department to offer their assistance to the Health Department with developing the program and offering their support to the ordinance because that helps ensure they have support from the Health Department as well as having that credibility if needed. Mr. Webber asked a follow-up question of what

is the worst scenario if we did not have it sanitary and if we had cases where things have gotten bad causing a public health concern. Director Fulp explained what could potentially happen without the sanitary requirements being; unclean application of tattoos leading to infections and long-term health concerns. That is the biggest concern.

Commissioner London mentioned that this new Ordinance has not been put in place as a result of complaints or concerns rather that this is a requirement to receive the Health First Indiana Funds. Those funds were offered last year through the State as long as the Counties adopted and followed certain guidelines. Bartholomew County had already been practicing all of the requirements needed to receive the funds except the Tattoo Parlor Ordinance.

Audience member, Sandra Bush asked how much money is on the table once we get this last Ordinance active, is there any documentation to prove that you are an artist so random people cannot just claim they are a tattoo artist? Director Fulp explained that there are levels of training needed that tattoo artists have to follow by the State and that this Ordinance will not go into play for another year. Commissioner London informed Ms. Bush that in the previous year, we received four hundred thousand (400,000) dollars and this year the funds are one million and eight hundred thousand (1,800,000) dollars. Audience member, Zack Patchett asked if the fees the County is collecting are being charged to the tattoo parlors and the tattoo artists, with a confirmation from Director Fulp that those fees are put towards the Licenses needed to fit the ordinance. Mr. Patchett then followed up by stating how Bartholomew County is receiving funding from the State currently and asked if there had been previous regulations around this Ordinance. Director Fulp informed that since the year 2000, there have been State Regulations that have to be followed and the Environmental Health Department could only investigate if there was a complaint filed. With this Ordinance, the Health Department will receive local funding and this will allow the Health Department to implement routine health inspections to maintain the safe and sanitary operation at local Tattoo Parlors. Commissioner Kleinhenz closed the public hearing.

Commissioner London had a follow-up comment to Mr. Patchett's question about the funding received and the fees charged to the Tattoo Parlors and Artists. Commissioner London mentioned that the funds are intended to help pay the workers as well as cover costs needed when conducting investigations or routine inspections and that the money does not come close to covering the fees. Commissioner Kleinhenz agreed with Commissioner London. Commissioner Kleinhenz asked Director Link if the inspections are quarterly, and Director Link responded they will be twice a year.

Commissioner London motioned to Approve the First Reading of the Ordinance. Commissioner Lienhoop seconded the motion, which passed unanimously.

The next item was the First Reading for a Consideration of an Ordinance amending a portion of Ordinances No. 2007-02, 2008-09, 2010-03, 2012-05, 2013-04, 2019-02, and 2019-09 about the establishments and collection by the Bartholomew County Health Department of fees for specific services and records, presented by Director Link Fulp with the Environmental Health Department as follows: Amended ordinance for the Bartholomew County Environmental & Public Health Departments to increase some fees charged for various services provided by the Health Department, this ordinance would also add the license fees for the tattoo and body piercing facilities and artists. The Bartholomew County Health Department requests the noted changes to the fee schedule. The seven (7) listed ordinances have not been financially reviewed for 11-17 years with significant price raises in personnel and supply costs. The proposed fee schedule does not fully fund the program activities but will share costs with the customers who are requesting the pricing services. The funding we have helps cover the cost required to obtain the documents requested, but the funding does not fully cover the cost and with a slight increase, the cost will be fully covered. Bartholomew County wants this service to be as cost-efficient as possible but a fee does have to be implemented. With having to put in a fee ordinance for tattoo parlors, the Health Department decided to include amending the current Ordinance for the other services offered through the Health Department.

**See attached ordinance*

Commissioner Kleinhenz opened the hearing for public comments.

Audience member, Sandra Bush asked why we are waiting so many years before we review an ordinance? Why not do it on specific years or as needed? Some of the fees were minimal for the time and effort put into it, and seems like time and effort thrown out the window. Director Fulp explained that the time frame is due to not having the staffing needs and requirements available for researching. Director Fulp then asked one of his employees to stand and show the thickness of the research folder, and informed that they will be keeping up on the fees and updating them more frequently now that they have an updated fee list. Commissioner Kleinhenz closed the public hearing.

Commissioner Lienhoop motioned to Accept the First Reading of the Ordinance Amending Ordinance No. 2007-02, 2008-09, 2010-03, 2012-05, 2013-04, 2019-09 as presented, Commissioner London seconded the motion, which passed unanimously.

The next item was a Proposal from the Information Technology Department, presented by Director Scott Mayes. The Proposal is as follows: The Proposal is to replace the end-of-life public safety firewalls used to protect the public safety software systems. Due to the end-of-life phase of current systems, their effectiveness in protecting those systems has diminished. Information Technology can only attain quotes from SHI since they are the reseller for Fortinet, who they have a partnership with. To follow Ordinance No. 2023-07, Director Mayes requested more bids but had no offers. SHI has the State Bid:

- o One (1) year quote for Fortigate: **\$23,919.66**
- o Three (3) year quote for Fortigate: **\$41,727.20**
- o Five (5) year quote for Fortigate: **\$61,709.24**

Commissioner Kleinhenz asked Director Mayes if this firewall update had anything to do with the recent data breach. Director Mayes confirmed that it does have a big part as well as our current system being close to end of life. The system has a lifespan of six (6) to eight (8) years and Bartholomew County is in year seven (7), which is close enough to make updates. Cybersecurity is evolving daily as well as software to protect those cyber-attacks. Rather than letting the newer software become obsolete and unused, Bartholomew County should stay ahead and adopt new software's as needed.

Commissioner London motioned to Approve the 3 (three) year Proposal as presented, in the amount of \$41,272.20. Commissioner Kleinhenz seconded the motion, which passed unanimously.

Under miscellaneous,

Audience member Zack Patchett had general questions about Covid such as; tracking Covid as well as reporting to agencies that an individual has recently been diagnosed with Covid, is Bartholomew County currently trending? Other cities are looking into wastewater to see if the county or city has an increase in Covid and if Bartholomew County doing the same? Director Fulp mentioned that the Nursing Department is in charge of collecting that information and the State Board of Health is not conducting their research currently. The readings that the Health Department receives with waste management to try to use for Covid research was not reliable due to the amount of water diluting any human viral bacterial activity. Mr. Patchett asked how did Bartholomew County conduct research previously during 2020. Commissioner Kleinhenz suggested Mr. Patchett get in contact with the Director of Nursing for further questions regarding the procedure in tracking Covid. County Administrator, Tina Douglas also mentioned it was the State of Indiana, Health Department required Covid tracking and Director Fulp explained any information Bartholomew County had was passed onto the State Department of Health

that they would update constantly. Commissioner London also mentioned how the State seems to no longer require tracking of Covid even though people are still getting Covid.

There being no other business, the meeting was adjourned.

BARTHOLOMEW COUNTY
COMMISSIONERS

LARRY S. KLEINHENZ, CHAIRMAN

TONY LONDON, MEMBER

CARL H. LIENHOOP, MEMBER

ATTEST:

PIA O'CONNOR, AUDITOR