

COMMISSIONERS' MEETING

November 19, 2018

The Bartholomew County Commissioners met in regular session on November 19, 2018, in the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Rick Flohr, Larry Kleinhenz and Carl Lienhoop were present. County Attorney J. Grant Tucker and County Auditor Barbara Hackman were also present.

Chairman Kleinhenz called the meeting to order and Commissioner Flohr gave the invocation and led the Pledge of Allegiance.

The first order of business was the approval of minutes for the previous two commissioners' meetings held on 11/5/18 and 11/13/18. Commissioner Lienhoop made a motion to approve the minutes. Commissioner Flohr seconded the motion that passed unanimously.

Next was the approval of payroll. Commissioner Flohr motioned to approve the payroll. Commissioner Lienhoop seconded the motion which passed unanimously.

IT Director Scott Mayes presented the **Data Board ratification items** that came out of its meeting that morning. He first went over planned lifecycle replacements, shown below:

<u>Dept.</u>	<u>Request / Vendor</u>	<u>Quote</u>	<u>Win- ning Bid</u>	<u>Budget</u>
IT	SAN Storage System Phase II - completion All Covered	\$ 62,259.82	√	IT
VDI servers	(2) VHost server lifecycle replacements All Covered	\$ 31,054.96	√	IT
All Other servers	(2) Vhost server lifecycle replacements All Covered	\$ 31,054.96	√	IT
E911	(5) Laptop workstation replacements CDW-G SHI	\$ 8,142.65 \$ 8,260.10	√	IT
Courthouse	(1) Video recording server Security Automation Systems Security Pros	\$ 12,045.00 \$ 16,792.55	√	IT
Sheriff	(23) desk tops and (30) LED monitors replacements SHI CDW-G	\$ 21,387.74 \$ 22,596.95	√	IT
Sheriff	(10) GETAC car laptops lifecycle replacements SHI CDW-G	\$ 38,466.10 \$ 39,977.10	√	IT

Commissioner Lienhoop motioned to approve the replacement requests. Commissioner Flohr seconded the motion that passed unanimously.

Mayes then had maintenance agreement renewals:

<u>Service / Vendor</u>	<u>Quote</u>	<u>Budget</u>
<i>Seamless Docs warrant service for the courts</i>		
Seamless Gov	\$ 2,145.00	IT
<i>Cisco Smartnet & firewall subscriptions</i>		
CDW-G	\$ 5,810.00	IT
<i>DocuWare server: 6 licenses and support</i>		
Information & Records Associates	\$ 2,684.00	IT

Chairman Kleinhenz motioned to approve the maintenance renewals. Commissioner Lienhoop seconded the motion that passed unanimously.

Mayes then presented project requests:

<u>Project / Vendor</u>	<u>Quote</u>	<u>Budget</u>
<i>DocuWare server migration to virtual server prior to upgrade to DocuWare 7.0</i>		
Information & Records Associates - Professional services	\$ 2,175.00	IT
<i>Document imaging for Archives (2.4 mil pages of records)</i>		
Information & Records Associates - Initial costs	\$ 37,915.50	CEDIT
Information & Records Associates - Maintenance	\$ 3,527.20	IT

Commissioner Flohr motioned to approve the renewals. Commissioner Lienhoop seconded the motion that passed unanimously.

Dan Londeree, Weights and Measures Officer, presented a proposal for a **slip-on calibration unit** for testing fuel pump output volumes. Seraphin is a certified provider of weights and measures equipment. Seraphin’s slip-on unit with three steel provers and three holding tanks totaled \$19,323 (shipping included). Chairman Kleinhenz motioned to accept Seraphin’s quote. Commissioner Flohr seconded the motion that passed unanimously.

Commissioner Flohr read into the minutes the New Permit Report dated 11/12/18 through 11/16/18. Twenty-one (21) permits were issued with fees collected of \$1,895 and estimated construction costs of \$798,283.

Next was consideration of an **amended proposal** from the Office of Weights and Measures. A proposal from **Newton Petroleum Services** to service/repair/replace a failing sump on an underground storage tank was awarded on 11/5/18 for \$5,598. However, it was determined

that additional work was needed - a saw cut and break out of concrete around the existing spill bucket, install new spill bucket, and pour concrete. The work would cost an additional \$3,332 raising the bill to \$8,930. Payment for the job is coming from CEDIT. Commissioner Lienhoop motioned to accept the additional expense. Commissioner Flohr seconded the motion that passed unanimously.

County Engineer Danny Hollander gave the Highway Weekly Crew Report which included the following work: replaced pipe on 550S; ditched in Oakwood Addition; patched roads; put up signs; cut up storm damaged tree limbs; sanded roads; placed stone along road shoulders on 475S and Georgetown Road; and mowed in German and Clay Township. Milestone paved Talley Road.

Hollander also submitted the **Highway Monthly Crew Report** for October, 2018, which included crew work, status of bridge and road projects and upcoming crew priorities for November.

Bill Hawkins from Strand Associates presented **Change Orders No. 9 and No. 10** for the Lincoln Bridge (f/k/a Newbern Bridge #26) People Trail Project. Change Order No. 9 added \$908 to the overall cost for repair of hole under 25th Street. The zero-sum Change Order No. 10 documented the adjustments between city and county for liquidated damages from the contractor. Commissioner Lienhoop made a motion to approve the change orders. Commissioner Flohr seconded the motion that passed unanimously.

Next was consideration of a petition for voluntary **annexation of real estate** into the corporate limits of the Town of Hope, Indiana. Bartholomew County is the owner of one-half mile of roadway located on 775E between Hauser Drive (600N) and South Street (650N) next to the high school ball fields. Commissioner Lienhoop moved to sign the petition bequeathing the subject roadway to the Town of Hope. Commissioner Flohr seconded the motion that passed unanimously.

County Assessor Lew Wilson presented **two (2) contracts for the Assessor's Office** for consultant work when the county needs a certified **Level III Appraiser** to perform certain duties. Contracts with Dean Layman and Phil Griggs show an hourly rate of \$37.50 for such work in lieu of receiving county benefits including, but not limited to, health insurance, holiday pay, vacation pay, or PERF. As there is no contract end date, either party may terminate the contract(s) with a written thirty (30) day notice. Wilson believes the county will realize a savings of at least

\$100,000, annually. Commissioner Flohr motioned to enter into the two contracts. Commissioner Lienhoop seconded the motion that passed unanimously.

Next was the consideration of quotes for replacing 30-year-old **furniture for Circuit Court** and adding some new to accommodate staff additions over the years. Tammy Johannesen presented the following quotes.

- 1) Office Hub (Shelbyville) \$10,554.38: Will not fit in required space
- 2) Office Environment Co. (Louisville, KY) \$11,522: Did not meet specifications
- 3) The Office Shop (Batesville) \$12,200: *Not low bid, but can make according to specs*

Commissioner Lienhoop made a motion to accept Johannesen's recommendation to award to the highest bidder, The Office Shop, for furniture meeting specifications. Chairman Kleinhenz seconded the motion that passed unanimously.

Commissioner Flohr read the quotes received by the **Maintenance Department for one (1) Miller Multimatic portable welder**. Internet searches resulted in the same quote of \$2,999 from three online retailers: Cyberweld.com, Millerwelds.com, and Ebay.com. Commissioner Flohr motioned to accept the first quote read from Cyberweld.com. Commissioner Lienhoop seconded the motion that passed unanimously.

Commissioner Lienhoop explained the last action item of the meeting. The recently acquired the South Marr Road property, that houses the Bartholomew County **Purdue Extension, requires additional landscaping** to meet the Planning Department's guidelines. While multiple businesses were solicited, only one replied with a quote. Kim Rayburn Landscape Design & Consulting, LLC, (Columbus) bid \$3,334.05 for replacing sod with mulch, preparing beds and planting 2 trees and a bush. Commissioner Lienhoop moved to award the job to Kim Rayburn. Commissioner Flohr seconded the motion that passed unanimously.

Under Miscellaneous was a reminder that **County Offices would be closed** on Thursday and Friday, November 22nd and 23rd in observance of Thanksgiving.

The next Commissioners' Meeting will be held on Monday, November 26, 2018, at 10:00 a.m. in the Commissioners' Chambers. There being no other business, the meeting was adjourned.

BARTHOLOMEW COUNTY
BOARD OF COMMISSIONERS

LARRY S. KLEINHENZ, CHAIRMAN

ATTEST:

RICHARD A. FLOHR, MEMBER

BARBARA J. HACKMAN

CARL H. LIENHOOP, MEMBER