

COMMISSIONERS' MEETING
May 4, 2020

The Bartholomew County Commissioners met on May 4, 2020, in the Commissioners' Chambers of the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Carl Lienhoop, Rick Flohr and Larry Kleinhenz were present. County Attorney J. Grant Tucker was present. Auditor Pia O'Connor was present through Zoom meeting.

Chairman Lienhoop called the meeting to order. Chris West of the Auditor's Office gave the invocation and led the Pledge of Allegiance.

The first order of business was the approval of the April 7, 2020 and the April 20, 2020, Commissioners' Meeting Minutes. Commissioner Flohr motioned to approve the minutes as presented. Commissioner Kleinhenz seconded the motion which passed unanimously.

Next item was the approval of payroll. Commissioner Kleinhenz motioned to approve the payroll. Commissioner Flohr seconded the motion that passed unanimously.

The next item on the agenda was the Ratification of Approval of Claims. Commissioner Kleinhenz motioned to ratify the Claims as presented. Commissioner Flohr seconded the motion which passed unanimously.

The next item was weekly reports as read by Commissioner Lienhoop:

<i>Time frame</i>	<i>New permits</i>	<i>Fees</i>	<i>Value</i>
<i>4/6/20 to 4/10/20</i>	<i>16</i>	<i>\$1,006.00</i>	<i>\$ 500,217</i>
<i>4/13/20 to 4/17/20</i>	<i>27</i>	<i>\$3,571.34</i>	<i>\$2,690,600</i>
<i>4/20/20 to 4/24/20</i>	<i>18</i>	<i>\$3,024.00</i>	<i>\$1,947,999</i>
<i>4/27/20 to 5/1/20</i>	<i>33</i>	<i>\$3,070.00</i>	<i>\$3,648,110</i>

The next item was the County Highway Weekly Crew Report presented by Engineer Danny Hollander (via Zoom). The following work had been done: Replace pipe on 100 W; ran ditcher on 25th Street; rip-rap around pipes at wash out on 300 E, Base Road and 700 N; side-winded stone on Legal Tender, 600 E, 300 S & 800 N; patched in

Hawcreek Township; field entrance pipe on 25th Street, added to pipe under road 25th Street; picked up trash and put up signs.

The next item was the Highway Monthly Reports for February and March of 2020 as presented by Engineer Hollander.

The next item was the decision on quotes for Hot Mix.

#1 – Hot Mix:

	<i>Globe Asphalt</i>	<i>Milestone</i>	<i>Dave O'Mara</i>
1. 25mn base	\$45.00	\$52.50	\$49.00
2. 19mn intermediate	\$46.00	\$53.50	\$51.00
3. 12.5mn intermediate	\$47.00	\$54.00	\$54.00
4. 12.5 surface	\$49.50	\$54.00	\$55.00
5. 9mn	\$50.50	\$57.75	\$56.00
6. HPCM 300	\$150.00	\$145.00	\$ 150.00

Commissioner Kleinhenz motioned to accept all the quotes for the Hot Mix as it will depend on what location they are working on as to which place will be the closest. Commissioner Flohr seconded the motion which passed unanimously.

The next item was the decision on quotes for Liquid Asphalt.

#3 – Liquid Asphalt

	<i>Terry Asphalt</i>	<i>Asphalt Materials</i>	<i>Marathon</i>
1. RS-2	\$353.43	\$350.40	\$326.06
2. AE-90	\$430.00	\$372.00	\$326.06
3. AE-PL	\$375.00	Jobsite \$372.00	\$ 0.00
		Plant \$384.00	\$326.06
4. AE-NT	\$ 0.00	Jobsite \$ 0.00	\$ 0.00
		Plant \$528.00	\$326.06
5. AE-90S	\$514.08	\$528.00	\$ 0.00
6. AE-F	\$340.00	\$372.00	\$ 0.00

Commissioner Flohr motioned to accept all three bids. Commissioner Kleinhenz seconded the motion which passed unanimously.

The next item on the agenda was the Ratification of an Expenditure for the Sheriff’s Department as presented by Captain Brandon Slate. This is for 8 Kenwood Mobile Radios that was encumbered from 2019. The total amount is \$19,581.44. Commissioner Flohr motioned to Ratify the expenditure of \$19,581.44. Commissioner Kleinhenz seconded the motion which passed unanimously.

The next item was the Ratification of Expenditures by the Maintenance Department. This is for a self-propelled floor scraper to remove carpet/tile. This is paid out of the Maintenance Department. There were 3 quotes. The low quote was from www.tools4flooring.com (Earth City, MO) for \$5,855.49. Commissioner Lienhoop motioned to Ratify the expenditure of \$5,855.49. Commissioner Kleinhenz seconded the motion which passed unanimously.

The next item for Ratification was for 2 high accuracy temperature screening kits for the GOB & the Courthouse. This will be paid out of the Commissioners budget. This is a system that will check temperatures of people entering the building without requiring a person to be there to do this task. This is needed as the virus issue will be around for a while. The only quote was as follows:

<i>Security Pros (Memphis, In)</i>	<i>Equipment</i>	<i>\$16,688.56</i>
	<i>Misc. Parts</i>	<i>\$ 166.90</i>
	<i>Total</i>	<i>\$18,363.24</i>

Commissioner Kleinhenz motioned to approve the purchase for \$18,363.24. Commissioner Flohr seconded the motion which passed unanimously.

The next item was the Consideration of a Grant Award for a Storm Drainage Award for Northcliff and Armuth Acres as presented by Trena Carter of ARa (via Zoom). The grant awarded was \$34,650 with Local Funds of \$3,850 for a total of \$38,500. The Local Funds will come from the Commissioner’s Consulting Line Item. This grant affects about 367 parcels. Commissioner Kleinhenz motioned to accept the Grant as Awarded and make the announcement of said award. Commissioner Flohr seconded the motion which passed unanimously.

The next item was the Consideration of a Contract with Administrative Resources Association (ARa) to Assist in the Administration of the Planning Grant Award for Northcliff and Armuth Acres Storm Drainage Study. The approved grant above requires

that the County hire a Certified Grant Administration Firm. Commissioner Flohr motioned to have ARa administer the awarded grant for \$3,500 for technical assistance and advisory services. Commissioner Kleinhenz seconded the motion which passed unanimously. Commissioner Kleinhenz thanked Trena Carter for her work on this and is hoping it will be able to find that the funding is needed and received to fix this issue. The contract includes the following:

\$2,000 – shall be due and payable upon completion of the professional services selection process as evidenced by selection of a project planning consultant and the preparation of the project ledgers.

\$1,000 – shall be due and payable upon meeting the benchmark of 60% of the planning process completed and the submission of the initial claim/voucher form for planning services.

\$500 – shall be due and payable upon initiation of grant close-out activities. In order to comply with the Indiana Office of Community and Rural Affairs (IOCRA) requirement that all payments, except for audit fees, be made prior to submission of the close-out package.

The next item was a Ratification of a quote with C. Randall Hupp Drywall for the first floor renovations in the amount of \$2,730. Commissioner Kleinhenz motioned to Ratify the quote for drywall in the amount of \$2,730. Commissioner Flohr seconded the motion which passed unanimously.

The next item was an Agreement with Strand and Associates for General Services for the Northcliff and Armuth Acres Storm Drainage Study. Trena Carter of ARa (via Zoom) explained that to request the grant, a committee was formed that selected Strand as the company that would provide the study if the grant was awarded. The agreement contains the following:

1. Meetings

a. Open House

- i. Prepare & distribute open house invitations to properties in the Northcliff and Armuth Acres subdivisions*
- ii. Prepare up to 3 aerial phot exhibits for the open house meeting.*
- iii. Attend the open house meeting*

- iv. *Document the input from the residents at the open house meeting.*
 - b. *Working Group*
 - i. *Assist owner with identifying up to 2 community members to serve on the working group*
 - ii. *Attend up to 2 working group meetings*
 - iii. *Document the input received at the working group meetings*
 - c. *County Commissioners*
 - i. *Attend up to 1 County Commissioners Meeting*
 - ii. *Present the draft report to the County Commissioners*
 - iii. *Document the input received from the Commissioners or the public*

Commissioner Lienhoop motioned to approve the Agreement as presented in the amount of \$35,000. Commissioner Flohr seconded the motion which passed unanimously. Mark Webber of the Republic (via Zoom) asked about the length of the study. Trena Carter stated that the end date was what is allowed by the grant but Strand expects to complete this much earlier.

The next item was a Resolution Temporarily Amending Section 4.1 of the Bartholomew County Personnel Policy as it Relates to the Accumulation of Vacation Time. Attorney Grant Tucker spoke regarding the limitations of Vacation days that are capped at 144 hours. Due to the recent closures, there was concern that some employees would not be allowed to accrue. This will allow them to accrue time exceeding the 144 until the end of September 2020 and must be used by December 2020. The Temporary Amendment read as follows:

- 1. *Section 4.1 of the Bartholomew County Personnel Policy is hereby (temporarily) amended to add the following:*

During the period of the COVID-19 Pandemic, employees shall be permitted to accumulate more than eighteen (18) vacation days at any given time if the employees, office holder, department head, or supervisor certifies in writing to the Auditor that the employee was not permitted to utilize any Vacation Days

accumulated in excess of eighteen (18) days due to staffing needs directly related to the COVID-19 Pandemic.

- 2. This temporary amendment expires at midnight on September 30, 2020 and any accumulated Vacation Days in excess of eighteen (18) days must be used on or before December 31, 2020.*
- 3. All portions of the Bartholomew County Personnel Policy not affected by this temporary amendment shall remain unchanged and in full force and effect.*

Commissioner Kleinhenz motioned to approve the Resolution as presented. Commissioner Flohr seconded the motion which passed unanimously.

Commissioner Kleinhenz presented the Animal Control Monthly Report for the month of March 2020. There were 68 animals that had been picked up. Commissioner Kleinhenz motioned to accept the report as presented. Commissioner Flohr seconded the motion which passed unanimously.

Commissioner Flohr presented the Veteran's Monthly Report for March 2020. Commissioner Flohr motioned to accept the report as presented. Commissioner Kleinhenz seconded the motion which passed unanimously.

John Clark (via Zoom) asked for clarification as to the hours of the County Government at this time. County Administrator Tina Douglas explained that while the buildings remain closed to the public, as of 8:00 a.m. this morning, all County Offices are back to 8-5 hours and can be reached by phone or e-mail. Any exchange of paperwork will be done by appointment and outside of the buildings. The Commissioners are waiting to see what the Governor's plans will call for before they commit to any further operating changes at this time.

Auditor Pia O'Connor (via Zoom) noted that the Council Meeting will be held in the Commissioners Chambers next Tuesday, May 12, 2020 at 6:00 p.m.

The next regular session of the Board of Commissioners will be held on Monday, **May 11, 2020** at 10:00 a.m. in the GOB Commissioners' Chambers. There being no other business, the meeting was adjourned.

BARTHOLOMEW COUNTY
COMMISSIONERS

CARL H. LIENHOOP, CHAIRMAN

LARRY S. KLEINHENZ, MEMBER

RICHARD A. FLOHR, MEMBER

ATTEST:

PIA O'CONNOR