

COMMISSIONERS' MEETING

July 27, 2020

The Bartholomew County Commissioners met on July 27, 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. Attorney Grant Tucker was present. Auditor Pia O'Connor was present through Zoom meeting.

Commissioner Lienhoop called the meeting to order.

In addition to the above listed people, the following were present at the meeting:

County Administrator Tina Douglas	IT Director Scott Mayes
County Treasurer Barb Hackman	Tax Administrator Chris West, Auditor's Office
Office Manager Tammy Johannesen, Circuit Ct	

In attendance via Zoom were:

Ashley Beckort, Planning Department	Charlie Day, DLZ
County Highway Engineer Danny Hollander	SWMD Director Heather Siesel
Jessica Norcross, SWMD	Sergeant Jim Stevens, Sheriff's Dept.
Chief Deputy Chris Lane, Sheriff's Dept.	Captain Dave Steinkoenig, Sheriff's Dept.
Captain Brandon Slate, Sheriff's Dept.	Sheriff Matt Myers
County Parks Director Rich Day	County Parks Board President Dennis Pierce
EMA Director Shannan Hinton	Recorder Tami Hines
County Councilman Jorge Morales	Tony London
Mark Webber, The Republic	John Clark, White River Broadcasting
Harrison Silcox, Local News Digital	Amanda Organist, Director of Nursing

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

The first order of business was the approval of the June 29, 2020 and July 13, 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 as presented. Commissioner Flohr seconded the motion which passed unanimously.

The next item was the Ratification of the claims. Commissioner Lienhoop motioned to ratify the approval of claims as presented. Commissioner Kleinhenz seconded the motion which passed unanimously.

The next items were from the Data Board meeting earlier today. The first item for Ratification Purchase Request items presented by IT Director Scott Mayes as follows:

- Plotter for GIS SHI \$ 5,647.00
- IPAD POS VerizonWireless \$ 359.99
- IPAD LTE monthly VerizonWireless \$ 29.99
- ZOOM Room/EOC SHI \$ 5,439.24
- Sound system for Jury ClearSound Design \$10,723.27

Commissioner Flohr motioned to ratify the above items. Commissioner Kleinhenz seconded the motion which passed unanimously.

The next items were Annual Renewals as follows:

- E911 Software CentralSquare \$90,558.41
- NetMotion Sayers \$ 5,278.15

Commissioner Kleinhenz motioned to ratify the above items. Commissioner Flohr seconded the motion which passed unanimously.

The next items were Project Requests as follows:

- Recorder's Office Credit Card Payments
- Sheriff's Office Body & Car Cameras

The next items were Discussion Items as follows:

- Endpoint Strategies to move toward mobile computing capabilities, moving away from desktop strategies. They want to maintain the expenses of licensing where the laptops would replace the desktops, not be an addition to the system. Director Mayes has requested the purchase of 40 laptops to start this process.

Commissioner Lienhoop motioned to ratify the purchase of 40 laptops from low bidder SHI for \$44,134. Commissioner Flohr seconded the motion which passed unanimously.

Director Mayes continued with Data Board Ratifications of SHI for SolarWinds in the amount of \$18,103.72 and 3 Adobe Pro licenses at \$200 pro-rated to the end of the year and \$600 continuing. He had checked with the Commissioners regarding the SolarWinds renewal as it was

due between Commissioners meetings. Commissioner Flohr motioned to approve the ratifications as presented. Commissioner Kleinhenz seconded the motion which passed unanimously.

Director Mayes stated that they had a \$0 Agreement with CentralSquare for Federal and State Mandates for the Sheriff's Department software. The contract states that Federal and State Mandate updates will be performed at no cost to the County. Commissioner Kleinhenz motioned to approve the \$0 Agreement with CentralSquare. Commissioner Flohr seconded the motion which passed unanimously.

The next item was the weekly permit report as read by Commissioner Lienhoop:

<i>Time frame</i>	<i>New permits</i>	<i>Fees</i>	<i>Value</i>
<i>7/13/20 to 7/17/20</i>	<i>24</i>	<i>\$5,336.00</i>	<i>\$2,720,275</i>
<i>7/20/20 to 7/24/20</i>	<i>31</i>	<i>\$4,802.50</i>	<i>\$2,581,845</i>

The next item was the County Highway Weekly Crew Report presented by Engineer Danny Hollander. The following work had been done: chip & sealed in Clay, Columbus, Jackson, Rockcreek, Sandcreek & Wayne Townships; replaced culvert pipe on 650 E; patched roads with the Dura-patcher & Hot Box; worked on signs; mowed in Clay, Columbus, Rockcreek and Sandcreek Townships; and hauled millings to the new garage site.

The next item was the Consideration of a Letter of Support to State Legislators for Highway Funding. Engineer Hollander explained that a couple of years ago, the State Legislature put rules in place as to how the Counties could use their highway money. This letter is to ask them to remove those rules due to the upcoming shortfalls. Commissioner Lienhoop stated that there are 2 funds of which some items can be paid out of and not the other. If a fund runs out of money, you cannot use the other funds. They have compiled 19 letters to send out. Commissioner Lienhoop motioned to sign the Letter of Support to Indiana Legislators for Highway Funding. Commissioner Kleinhenz seconded the motion which passed unanimously. Commissioner Kleinhenz stated that the new 50/50 split would allow 50% into roads and 50% into the fixed costs. Counties with a wheel tax do not suffer as much but we do not have a wheel tax. The money may have to come from the CEDIT money in the future.

The next item was the Consideration of a Grant Application for the 2020 Emergency Management Performance Grant Reimbursement as presented by EMA Director Shannon Hinton. This is for the 50% reimbursement for salaries of the Director and Assistant Director in the amount

of \$44,955.90. Commissioner Kleinhenz motioned to sign the grant application as presented. Commissioner Flohr seconded the motion which passed unanimously. Director Hinton stated that they are working with Auditor O'Connor on the CARES Act.

The next item was the presentation of the Recycling Center Report by Jessica Norcross. She noted that they were down in their education numbers as a result of the schools having been closed. They were disappointed that the 15th Annual Earth Day was cancelled for in person events. Commissioner Lienhoop motioned to accept the Recycling Center Report as presented. Commissioner Kleinhenz seconded the motion which passed unanimously. Commissioner Kleinhenz noted the amount of brush that is being kept out of the landfill.

The next item was the Consideration of Agreements for Public Advertising by the Public Health Department as presented by Nursing Director Amanda Organist. The advertising is with White River and they have done this for several years. The Agreement is from 9/28/20 to 10/6/20 (9 days) for a total of 69 commercials for the annual "Drive-Up Flu Shots" in the amount of \$1,520 and a second agreement is from 8/1/20 to 7/31/21 for 300+ commercials for the annual "Immunization Awareness" in the amount of \$3,420. Commissioner Flohr motioned to approve the request as presented. Commissioner Lienhoop seconded the motion which passed unanimously.

The new item was proposals for one vaccine freezer for the Public Health Department as presented by Nursing Director Organist. There were 2 bids that did not meet the criteria by not having the preventative maintenance. The one that met the specifications was Helmer of Noblesville, Indiana for \$5,782.02. The bids were as follows:

- *Helmer (Noblesville, IN)* \$5,728.02
 - *One Vaccine freezer, includes main. agreement, delivery & setup*
- *American Biotech Supply (McKesson – online)* \$1,825.39
 - *Doesn't meet spec's – no alarm/event log/temp graph/main. agreement*
- *Lapreco (Horsham, PA)* \$1,717.00
 - *Doesn't meet spec's – no alarm/event log/temp graph/main. agreement*

Commissioner Lienhoop motioned to approve the bid from Helmer for \$5,728.02 as it was the only bid to meet the spec's. Commissioner Kleinhenz seconded the motion which passed unanimously.

The next item was the Consideration of a Grant Application for the Public Health Department for Funding for Community-Based COVID-19 Testing as presented by Nursing Director Organist. Director Organist stated that when COVID-19 first started, the State Department of Health

did not want the local Health Departments to do testing; they want them to do tracking and such. Now, the State has taken over the tracking and is now requesting that the local departments do the testing. She stated that they would have to offer 2 sites with after hours and weekend hours. One would be an in-house site. She has reached out to other prospective sites. Each site would receive \$100,000 plus all the equipment, including the testing supplies and PPE required. The other money will help pay for the staff and advertising. Commissioner Kleinhenz asked if this would be something that would be bid out to individuals for the other testing site? Director Organist stated that the County would provide one site and the other site would be bid. The State is hoping for 48 to 72 hours turn-around time for the testing. Commissioner Kleinhenz motioned to apply for the grant for COVID-19 testing. Commissioner Flohr seconded the motion which passed unanimously.

The next item was the Consideration of a Memorandum of Understanding between the City of Columbus, Indiana by and through its Department of Parks & Recreation Department and Bartholomew County, Indiana by and through the Bartholomew County Commissioners and the Judges of the Bartholomew County Circuit and Superior Courts. Circuit Court Office Manager Tammy Johannasen explained that this is to facilitate the Jury selection by all 3 courts to be held at the Commons. Trials are prioritized by items such as those individuals that are incarcerated and when the cases were filed. Jury selection will occur only on Tuesday at the Commons. The County will pay \$900 for rental and \$150 for cleaning fees on those Tuesdays for a total per day of \$1,050. The County will be responsible for providing any security needs. The County will contract with ClearSound for its audio/visual needs. Commissioner Lienhoop motioned to approve the MOU as presented. Commissioner Flohr seconded the motion which passed unanimously. Commissioner Kleinhenz noted that this will be reimbursed by the CARES Act.

The next item was the Consideration of Notice to Bidders for Body Cameras for the Sheriff's Department as presented by Sheriff Matt Myers. Sheriff Myers wanted to thank the Commissioners, Council, Auditor O'Connor and the others involved for their support of the cameras. Sergeant Jim Stevens presented the Notice of Bidders for the car and body cameras. The cameras should have a 5-year warranty and pricing information on these units per the specifications. Bids will be due Monday, August 17, 2020. Commissioner Kleinhenz motioned to approve the Notice to Bidders for 57 body cameras and 54 car cameras. Commissioner Flohr seconded the motion which passed unanimously.

The next item was the Consideration of an Amendment to the Memorandum of Understanding between Bartholomew County, Bartholomew County Sheriff's Department and

Flatrock-Hawcreek School Corporation for a School Resource Officer. Major Chris Lane stated that this was to amend the MOU amount from \$45,000 to \$60,000 that will be reimbursed by Flatrock-Hawcreek School Corporation. Commissioner Flohr motioned to amend the MOU with FHSC as presented. Commissioner Kleinhenz 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 Bartholomew Consolidated School Corporation. This MOU is for the period from January 1, 2020 through December 31, 2021. Normal work hours will be from 7:30 to 3:30, Monday through Friday. Salary will be a full time employee of the Sheriff's Department with the salary & benefits paid for by the county with full reimbursement of funds from BCSC. Commissioner Kleinhenz motioned to approve the MOU with BCSC. Commissioner Flohr seconded the motion which passed unanimously.

The next item was Proposals for 2 prisoner transport vans and equipment as presented by Captain Brandon Slate. He stated that he hopes these will be reimbursed by the CARES Act. The lowest bid was from York Chrysler but they could only supply 1 van. He is asking to go with the bid from Country Chevrolet for 2 vans at a total of \$54,400. The bids were as follows:

- *Country Chevrolet* *\$55,400.00*
 - *Two 2021 vans at \$27,700.00 each*
- *York Chrysler* *\$26,137.00*
 - *One 2019 hold-over van*
- *Chevy of Columbus* *\$60,017.08*
 - *Two 2021 vans at \$30,008.54 each*

Commissioner Kleinhenz motioned to approve the purchase of two vans at \$54,400. Captain Slate stated that the correct amount is \$55,400. Commissioner Kleinhenz amended his motion to approve the 2 vans for \$55,400. Commissioner Flohr seconded the motion which passed unanimously.

The next item was the Ratification of an Expenditure for surgery for K9 Bravo by Sheriff's Department as presented by Captain Steinkoenig. One of the County's three K9's, Bravo, was injured on duty. He has undergone the first surgery and is awaiting one more surgery. The estimated quote is for \$7,359.48 with VCA Advanced Veterinary Care Center in Fishers, Indiana. They have received some donations from the community for his care. There may additional expenditures for rehabilitation. Commissioner Kleinhenz motioned to ratify and approve expenditures of not to exceed \$8,000. Commissioner Flohr seconded the motion which passed unanimously. Mark Webber asked which dog had been injured and how was it injured. Bravo was

the dog and they are not certain as to exactly what caused the injury. It was a right knee torn ACL and they also found an issue with the left knee. It was stated that a press release had been sent out.

The next item was Proposals for Air Purifying Stations for County buildings as presented by Maintenance Director Rick Trimpe. Director Trimpe explained that he had a couple of quotes to install in every HVAC system that the County owns. It kills the COVID-19 up to 99.9%. The quotes were as follows:

- *South Central Company, Inc. of Columbus, Indiana* *\$ 88,657.60*
 - *150 Residential Air Cleaner at \$366.304 per unit*
 - *50 Air Purifying systems at \$570.253 per unit*
 - *25 Mini Split at \$207.975 per unit*

- *Amazon.com* *\$114,832.50*
 - *IWave-R Ion Generator \$452.50 per unit*
 - *IWave-C Commercial \$674.15 per unit*
 - *IWave-M Flexible Ion Generator \$265.00 per unit*

Commissioner Flohr motioned to approve the low quote from South Central Company of Columbus for \$88,657.60. Commissioner Kleinhenz seconded the motion which passed unanimously. Reimbursement will be requested through the CARES Act.

The next item was Proposals for 1 Toro Field Groomer for the Parks Department as presented by Parks Director Rich Day. The quotes were as follows:

- *Kenny Machinery* *\$30,364.49*
- *Spartan Distribution* *\$30,491.51*
- *Century Equipment* *\$37,058.26*

Director Day stated that the low bid also comes with an edger. Commissioner Lienhoop motioned to approve the low bid with Kenny Machinery for \$30,365.49 for the Park Board. Commissioner Kleinhenz seconded the motion which passed unanimously.

The next item was a Presentation of Intern Controls as presented by Treasurer Barb Hackman. Treasurer Hackman stated that in 2016 the State Board of Accounts (SBOA) required all the counties to create an Internal Controls Standard. This is the final invoice from Crowe for \$14,000. She and Auditor O'Connor worked on this together and met with Tim Barry from Crowe in regards to this. There was a Risk Analysis, an analysis of internal controls and then the final control documents. The overall risk assessment was moderate to low. This is to reduce potential of

fraud and mismanagement of funds. Auditor O'Connor stated that many of the items that were mentioned in the report have been corrected. It is a living document. Commissioner Kleinhenz motioned to accept the Final Internal Controls Document and pay the remainder of the contract with Crowe for \$14,000. Commissioner Flohr seconded the motion which passed unanimously.

The next item was the Consideration of a Contractor Agreement for Information Services as presented by IT Director Mayes. Director Mayes stated the contract is with Jacob Unsworth. This is for additional help at \$17 per hour and not to exceed \$20,009 for the remainder of the year. Commissioner Flohr motioned to approve the contract as presented. Commissioner Kleinhenz seconded the motion which passed unanimously.

The next item was the Animal Control Monthly Report for June, 2020 from Animal Control Officer Mark Case. Commissioner Kleinhenz read the report noting that there had been 35 animals picked up, 91 audits, 2 bite cases, 2 door hangars, 4 animals were reclaimed and 4 traps were loaned out. Commissioner Kleinhenz motioned to accept the Animal Control Monthly Report for June as presented. Commissioner Lienhoop seconded the motion which passed unanimously.

The next item was the Treasurer's Monthly Report for April, 2020 from Treasurer Barb Hackman. Commissioner Flohr stated that everything looked in order. Commissioner Flohr motioned to accept the Treasurer's Monthly Report for April as presented. Commissioner Kleinhenz seconded the motion which passed unanimously.

The next item was the Veteran's Monthly Report for June, 2020 from Veteran's Service Officer Larry Garrity. Commissioner Kleinhenz stated that there had been 18 in office interviews, 3 walk-ins, 192 incoming phone calls, 38 outgoing phone calls, 118 miles on the van for 1 trip to the VA Hospital, 24 outgoing mail items, 7 new claims filed, 12 Veteran Disability Compensation Claims filed, 5 Veteran/Surviving Spouse Pension Claims filed and 73 forms filled out for Veterans. Commissioner Lienhoop motioned to accept the Veteran's Monthly Report for June as presented. Commissioner Flohr seconded the motion which passed unanimously.

There was one item under Miscellaneous. It was a Right-of-Way Dedication with the Marie Kleinhenz Minor Subdivision as presented by Ashley Beckort of the Planning Department. It is a total of 1.16 acres dedicated Right-of-Way between Ohio Ridge Road and 400 West in German Township. Commissioner Flohr motioned to accept the Right-of-Way Dedication for the Marie Kleinhenz Minor Subdivision. Commissioner Lienhoop seconded the motion which passed unanimously.

There will be no Commissioners Meeting next Monday. The next meeting will be **Monday, August 10, 2020 at 10 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