

COMMISSIONERS' MEETING

December 28, 2020

The Bartholomew County Commissioners met on December 28, 2020, in the Commissioners Chambers of the Governmental Office Building, 440 Third Street, Columbus, Indiana. Commissioners Carl Lienhoop, Larry Kleinhenz and Rick Flohr were present. Attorney Grant Tucker was present. Auditor Pia O'Connor was in attendance via Zoom meeting.

Commissioner Flohr 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
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In attendance via Zoom were:

Tax Administrator Chris West, Auditor's Office	County Engineer Danny Hollander
Commissioner-Elect Tony London	Recorder Tami Hines
Councilman Jorge Morales	Charlie Day, DLZ
Mark Webber, The Republic	

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

The first order of business was the approval of the December 21, 2020 Commissioners' Meeting Minutes. Commissioner Lienhoop motioned to approve the minutes as presented. Commissioner Kleinhenz seconded the motion which passed unanimously.

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

The next item was the approval of payroll. Auditor O'Connor asked that they hold this until next week. The Commissioners felt they could approve this making it subject to the Auditor's approval. Commissioner Kleinhenz motioned to approve payroll subject to final approval by the County Auditor. Commissioner Lienhoop seconded the motion which passed unanimously.

The next item was the weekly permit reports as read by Commissioner Flohr:

<i>Time frame</i>	<i>New permits</i>	<i>Fees</i>	<i>Value</i>
12/21/20 to 12/25/20	14	\$1,426.00	\$494,162

The next item was the County Highway Weekly Crew Report presented by Engineer Danny Hollander. The following work had been done: Crack sealed in Mineral Springs; patched roads; and worked on trucks.

The next item was the Consideration of a Resolution Temporarily Amending Section 4.1 of the Bartholomew County Personnel Policy as it relates to the Accumulation of Vacation Time 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 March 31, 2021 and any accumulated vacation days in excess of eighteen (18) days must be used on or before March 31, 2021.

3. All portions of the Bartholomew County Personnel Policy not affected by the Temporary Amendment shall remain unchanged and in full force and effect.

Attorney Grant Tucker explained that they had passed a Resolution earlier this year due to the Pandemic that allowed employees to accumulate more than 18 days up to the end of September 2020 with the days being used by the end of December 2020. Last week they extended the accumulation of days for the Health Department through 2021. Some departments had contacted the Commissioners stating that some of their employees, due to COVID, had not been able to use their days. This Resolution allows them to use their days if COVID was the reason they were unable to use them. Commissioner Lienhoop motioned to Adopt the above stated Resolution. Commissioner Kleinhenz seconded the motion which passed unanimously. Commissioner Kleinhenz stated that both sides of the Health Department have had an unusual amount of work placed on them. E911 has also had some

issues due to employees being quarantined. He stated that he understands these issues, but the departments need to manage through this so that they do not have to extend this again.

The next item was the Consideration of an Annual Maintenance Agreement with INDUS, Inc. for hardware and software support for the Archives Book Scanner as presented by IT Director Scott Mayes as follows:

INDUS, Inc.

- *1-year maintenance agreement for Archives Book Scanner*
- *Term: January 1, 2021 thru December 31, 2021*
- *Cost: \$3,250*

Note: The scanner was originally awarded November 19, 2018 for \$37,915.50 with annual maintenance of \$3,527.20 at that time.

IT will pay this amount this year and will budget for this going forward. Commissioner Flohr motioned to approve the maintenance agreement as presented. Commissioner Lienhoop seconded the motion which passed unanimously. Commissioner Kleinhenz stated that they are trying to scan all the old records that are in the archives office. County Administrator Tina Douglas stated that there had been a water leak that had caused issues for 4 books. This will see to it that all that information is digitally stored to preserve it in the event of damage to the books.

The next item was the Decision on the Courthouse Audio and Video Systems Replacement/Teleconferencing Additions as presented by IT Director Scott Mayes as follows:

CIM Technology Solutions (dba CCS Presentation Systems – Columbus, IN)

- *Paid for out of the Courthouse Remodeling Funds*
 - *Superior Court I* *\$ 36,029.65*
 - *Superior Court II* *\$ 34,284.65*
 - *Small Claims Court* *\$ 19,622.00*
 - *Child Support Room* *\$ 20,625.00*
 - *IV-D Court Room* *\$ 31,918.65*
 - *Addendum* *\$ 12,940.00*
 - ***Total*** ***\$155,419.95***

- *Option: Managed Services Agreement* \$ 3,000.00
- ***Grand Total*** ***\$158,419.95***

IT Director Mayes has worked with the bidder. It is under the expected \$200,000 amount that was budgeted. He recommends that they also engage in the Managed Services Agreement as it will result in short repair times as this is for the Court System. Circuit Court is separate from this and has already been taken care of during the remodel of that Court Room. Commissioner Lienhoop motioned to accept the bid from CIM Technology Solutions as presented for the total amount of \$158,419.95. Commissioner Kleinhenz seconded the motion which passed unanimously. Auditor O'Connor stated that this will be paid for out of the CARES Act money that has been received from the State. Mark Webber, of The Republic, asked why it took so long to get this agreement to the Commissioners, as it had been on the agenda for several weeks. IT Director Mayes stated that it is about a 180-page document which goes very in depth into detail for each Court room. He wanted to make certain that each item was correct before recommending to the agreement.

The next item was the Consideration of an Acceptance Document for the Bartholomew County Employees Benefit Trust as follows:

The Summary Plan Description (SPD) for the Bartholomew County Employee Benefit Trust:

- *Must be updated every 5 years or every 10 Amendments.*
- *The current SPD in place is dated 2015 and therefore must be updated.*
- *Date: January 1, 2021 for new date.*
- *This Plan was originally established December 1, 1989 for the exclusive benefit of its eligible employees and dependents who qualify as a covered person under the eligibility portion of this plan.*

Attorney Tucker stated this is primarily housekeeping. Commissioner Lienhoop motioned to accept the Acceptance Document as presented. Commissioner Kleinhenz seconded the motion which passed unanimously.

Commissioner Lienhoop stated that it has been a pleasure to work with Commissioner Flohr for the past 8 years. He will be missed. Commissioner Flohr stated that this has been a fun job and he has appreciated all the people he has worked with.

The next Commissioners Meeting will be **Monday, January 4, 2021 at 10:00 a.m.**

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