

BOARD OF COMMISSIONERS

January 19th, 2016

- I. **CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Tuesday, January 19th, 2016, having adjourned from a regular meeting on Monday, January 4th, 2016.
- II. **ROLL CALL:** Members present were Commissioners Jim Meece, President; Dan R. Collom, First Vice President; Bruce Hartman, Second Vice President; Pam Adams, Auditor; Janie Hardman, 1st Deputy Auditor and County Attorney John Asbury. Also present were Greg Mitchell, Pam Sanders, Larry Bemis, Randy Norman and Justin Cole.
- III. **MINUTES:** Minutes for the regular meeting held on Monday, January 4th, 2016 were approved on a motion made by Bruce Hartman and seconded by Dan Collom. The motion carried unanimously.
- IV. **PAYROLL:** County payroll in the amount of \$150,750.91 was approved for release on Monday, January 25th, 2016 on a motion made by Dan Collom. Bruce Hartman seconded the motion and it carried unanimously. Dan Collom made a motion acknowledging receipt of the Payroll Claims Accounts Payable Report in the amount of \$350,017.30. Bruce Hartman seconded the motion and it carried unanimously. The Board acknowledged receipt of the December 2015 Monthly Financial Report.
- V. **NEW BUSINESS:**
 - Bruce Hartman made a motion granting Parks & Recreation Manager Greg Mitchell permission to apply for a membership/ credit card with Sam's Club to purchase candy and supplies for the gatehouse. Dan Collom seconded the motion and it carried unanimously. The account will be a revolving account and paid in full each month to avoid late fees.
 - Dan Collom made a motion allowing Parks & Recreation Manager Greg Mitchell to switch credit card processors for the gatehouse fees. Bruce Hartman seconded the motion and it carried unanimously.
 - Dan Collom made a motion allowing Parks & Recreation Manager Greg Mitchell to dispose of the Kubota lawn mower and Dodge van donated to the park from the Sheriff's Department. Proceeds from the lawnmower disposal will be deposited into the Park & Recreation fund and proceeds from the van will be deposited into the General Fund.
 - Auditor Pam Adams confirmed Scott Bacon replaced Debbie Skelton on the Rockville Public Library Board for the term of November 1st, 2014 to October 31st, 2018.
 - Bruce Hartman made a motion to approve Michael Stites as the attorney for the Parke County Election Board. Compensation shall be \$2,500.00 per year. Dan Collom seconded the motion and it carried unanimously.
 - Dan Collom made a motion authorizing Jim Meece to sign the Gibson TelData contract once it is received. Bruce Hartman seconded the motion and it carried unanimously.
 - The 2016 Transient Merchants License (TML) application was reviewed by the Board. Auditor Adams will include paperwork when mailing the TML applications so vendors can pay their TML fees via credit card. Dan Collom made a motion to approve the 2016 TML application as presented with changes. Bruce Hartman seconded the motion and it carried unanimously.
 - The 2016 Covered Bridge Certification verifying 28 covered bridges in Parke County was presented for review. Dan Collom made a motion to certify 28 bridges in the County. Bruce Hartman seconded the motion and it carried unanimously.
 - The 2015 Statement of Wage Report was reviewed by the Board.
 - The Board reviewed a legal notice of planned improvement on State Road 236.
 - Bruce Hartman made a motion to approve the Montezuma Utilities Data Exchange Agreement with the County's mapping software vendor, WTH. Dan Collom seconded the motion and it carried unanimously.
 - The Board reviewed a memo on Considerations for Materiality Policies from the State Board of Accounts.
 - Bruce Hartman made a motion allowing Assessor Katie Potter to close her office from 11:30 a.m. to 12:30 p.m. on January 19th, 2016 to January 22nd, 2016.
 - The Board reviewed the Proposal for Dual Review for the rehabilitation of State Road 163 Bridge over the Wabash River near Clinton.
 - An INDOT letter regarding the Howard Avenue and Market Street project in the Town of Rockville was presented for review.
 - The Board reviewed a letter from Lochmueller Group regarding the small structure replacement on US Highway 36 approximately 1.72 miles west of US Highway 41.

- The 2015 Clerk of the Circuit Court Annual Revenue Report was presented to the Board.
- Auditor Adams presented a fixed asset notification form for review. The Board agreed the form would assist the Auditor's Office with maintaining the fixed assets ledger and should be submitted with the claim when the value of the item is \$5,000.00 or more.

VI. OLD BUSINESS:

- Jim Meece reported the contractor will add material to the louvers on the clock tower to block both wind and precipitation. Bruce Hartman made a motion to reduce the clock tower holding money down to 5% due to the savings on two change orders. Dan Collom seconded the motion and it carried unanimously.
- Bruce Hartman made a motion to adopt **Same Day, Same Meeting, Ordinance 2016-01**. Dan Collom seconded the motion and it carried unanimously. Bruce Hartman made a motion to adopt **Ordinance 2016-01** which creates rules for the collection of co-payments for Parke County Jail inmate medical care and specifies the monies are to be deposited into the Medical Care for Inmates Fund. Dan Collom seconded the motion and it carried unanimously.

VII. DEPARTMENTAL REPORTS:

Parke County Sheriff, Justin Cole:

- The Jail count for today was sixty-eight. Forty-two County and two away and twenty-four out of County.
- Cole reported he has met with the Town of Rockville regarding the dissolution of the Rockville Police Department.
- Dan Collom made a motion to approve the Law Enforcement Support Office (LESO) 1033 Program letter allowing Cole to obtain excess weapons, equipment, vehicles, protective clothing etc. at no charge from the Department of Defense. Bruce Hartman seconded the motion and it carried unanimously.
- Bruce Hartman made a motion to approve hand-typed checks for the Merit Board members for 2015 work. Dan Collom seconded the motion and it carried unanimously.

Parke County Highway, Randy Norman:

- Norman reported a property owner at County Road 570 E and County Road [redacted] wants to install a guardrail at his own expense. The Board approved the installation.
- Norman will put a fifteen ton weight limit sign at State Road 59 on County Road 350 North to help prevent semi damage to property owner's yards.
- Bruce Hartman made a motion to approve the contract with VS Engineering, Inc. for repairs to the Zacke Cox Bridge. Dan Collom seconded the motion and it carried unanimously.

VIII. PERSONS REQUESTING TIME ON THE AGENDA: None

IX. PUBLIC COMMENTS: None

X. ADJOURNMENT: Having no further business to come before the Board, a motion to adjourn was made by Dan Collom and seconded by Bruce Hartman. The meeting adjourned at 5:15 p.m.

Jim Meece, President

Dan R. Collom, Vice President

Bruce Hartman, Second Vice President

ATTEST:

Pam Adams, Auditor