

## BOARD OF COMMISSIONERS

February 2nd, 2015

- I. **CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, February 2nd, 2015, having adjourned from a regular meeting on Tuesday, January 20th, 2015.
- 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 David E. Berry, Mike Strack, Katie Potter, Pam Sanders, Randy Norman, Amy Hensley and Justin Cole.
- III. **MINUTES:** Minutes for the regular meeting held on Tuesday, January 20th, 2015 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 \$146,420.35 was approved for release on Monday, February 9th, 2015 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 \$21,315.41. Bruce Hartman seconded the motion and it carried unanimously.
- V. **CLAIMS:** After reviewing the Claims Docket, claims in the amount of \$306,615.45 were approved for release on February 2nd, 2015 on a motion made by Bruce Hartman and seconded by Dan Collom. The motion carried unanimously.
- VI. **NEW BUSINESS:**
  - The 2014 Statement of Wage Report was reviewed by the Board.
  - Dan Collom made a motion to acknowledge receipt and authorize Jim Meece's signature on the Dental Certificate of Coverage. The copy signed by the Commissioners is stamped Draft.
  - The Board reviewed the 2014 Purdue University salary reimbursement in the amount of \$8,489.03 for Smith, Haase and Alderson.
  - Bruce Hartman made a motion to establish a grant fund for the courtesy dock replacement at Rockville Lake with a gift from Parke County REMC Multi-Community Trust, Inc. Dan Collom seconded the motion and it carried unanimously.
  - West Central Solid Waste District (WCSWD) has requested a letter authorizing George Nicholas' appointment as proxy for Dan Collom. Bruce Hartman stated he feels that if there is a proxy appointment he would like regular reports submitted to the Board regarding the activities of WCSWD. Dan Collom will attend the WCSWD meeting on February 4th, 2015 along with the Boards' 2014 proxy appointment, George Nicholas.
  - The Board reviewed the Employee Handbook to clarify vacation time for full-time employees who work over thirty-five hours a week and regular part-time employees who have a regular weekly schedule. Jim Meece determined temporary part-time employees would not be entitled to any benefits from the County.
  - Auditor Pam Adams clarified with the Board that the Auditor's Office is the Human Resources Office for the County, and as such should be given the original applications and E-Verify reports for all newly hired employees. Some departments have not been forwarding the paperwork to the Auditor's Office; therefore personnel files are incomplete.
  - Bruce Hartman made a motion to appoint Leslie Batty to fill the vacancy on the Parke County Health Board due to the resignation of Eric Beachy. Dan Collom seconded the motion and it carried unanimously.
  - The Clerk's monthly report was reviewed by the Board.
- VII. **OLD BUSINESS:**
  - Adams told the Board her office contacted the Community Action office regarding the notice of appointments that was reviewed at the January 20th, 2015 Commissioners meeting. According to the information received the Commissioners are only responsible for appointing one Board of Commissioners member to the Community Action Program, Inc. of Western Indiana (CAP). The constituent's representative and the private sector representative are appointed by the CAP.
- VIII. **DEPARTMENTAL REPORTS:**

**Parke County Sheriff, Justin Cole:**

  - The Jail count for today was seventy-eight. Thirty-nine County and three Department of Correction inmates and thirty-six out of county inmates.

- Presented the Uniform Crime Report and Department of Corrections Billing for January 2015.
- Bruce Hartman made a motion to authorize Justin Cole to dispose of surplus computer towers, monitors and equipment that have 'no value'. Dan Collom seconded the motion and it carried unanimously.
- Reported the video arraignment equipment should be installed by the end of the week and the new server should be installed in three weeks.
- Informed the Board there are sprinkler heads at the Jail which were recalled in 2006 and must be replaced, this was discovered during a recent inspection by the Fire Marshall. The cost will be between \$5,000.00 and \$10,000.00 and per the Fire Marshall the County must enter into a contract for replacements within three (3) weeks.
- Requested permission to apply for a USDA grant for a police car.

**Parke County Highway, Randy Norman:**

- Presented a claim for Bridge Inspections in the amount of \$6,831.50.
- Jim Meece and Dan Collom met with Patti Smith of Beam, Longest & Neff on January 28th, 2015 to discuss construction engineering on Bridge #248. Smith will bring a cost list to the February 16th, 2015 Commissioner meeting.
- Submitted the yearly operations report for review.
- Reported a County Highway truck was damaged on February 1st, 2015 in the early morning when a tree limb fell onto the cab of the truck as it was being driven on north US Highway 41 near the viaduct. There were no injuries.

**IX. PERSONS REQUESTING TIME ON THE AGENDA:**

**X. PUBLIC COMMENTS:**

Parke County Assessor Katie Potter appeared before the Board to discuss mobile homes. Potter received a request from the Department of Local Government Finance (DLGF) to provide the vehicle identification numbers of all mobile homes located in Parke County. Potter sent questionnaires to over eight hundred of the twelve hundred mobile home owners in the County and has had a good response. Mobile home owners who do not have their title will have to go through the court system to file for a lost title. Potter will have owners not willing to go through court submit a letter stating such.

**XI. 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 5:26 p.m.

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Jim Meece, President

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Dan R. Collom, 1st Vice President

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Bruce Hartman, 2nd Vice President

ATTEST:

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Pam Adams, Auditor