

BOARD OF COMMISSIONERS
May 18, 2020

- I. **CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, May 18th, 2020, having adjourned from a regular meeting on Monday, March 16th, 2020. The intervening meetings were cancelled because of the COVID-19 pandemic.
- II. **ROLL CALL:** Members present were Commissioners President, Jim Meece, President; Dan R. Collom, First Vice President; Bruce Hartman, Second Vice President; Laura Fischer, Auditor; Tammy Thomas, 1st Deputy Auditor; and County Attorney Nick Sauter. Also present were Kathy Collom, Julie Lanzone, Larry Bemis, Chris O'Brien, Randy Norman, Zach Lowe, and Chester Craig.
- III. **MINUTES:** Approval of the minutes for the regular meeting held on Monday, February 3, 2020 and Monday, March 16, 2020 were tabled.
- IV. **PAYROLL:** County payroll in the amount of \$174,674.26 was approved for release on Monday, May 18th, 2020 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 \$125,324.25. Bruce Hartman seconded the motion and it carried unanimously.
- V. **NEW BUSINESS:**
- Bruce Hartman made a motion to approve a hand-typed check in the amount of \$12,200 payable to Hay-Bush Mechanical for work on the jail air conditioning system. Dan Collom seconded the motion and it carried unanimously.
 - A probation grant application in the amount of \$8,500 was presented to the board for approval. Dan Collom made the motion to approve the grant application. Bruce Hartman seconded the motion and it passed unanimously.
 - Chris O'Brien requested approval for the ICJI grant. This non-matching grant is for reimbursement for the county for criminal justice related to COVID-19 expenses up to \$37,810.21. Dan Collom made the motion that this grant application be approved. Bruce Hartman seconded the motion and it passed unanimously.
 - The board reviewed an invoice from the West Central Solid Waste District for the county's contribution. This is the second of three installments, for a total of \$7,585.75. The invoice was reviewed and approved to be paid with a motion by Bruce Hartman. The motion was seconded by Dan Collom, and the motion carried unanimously.
 - The board reviewed a notice from Chris Newcomb and the Park Board regarding the fireworks at Rockville Lake stating that the fireworks originally scheduled for June 27, 2020 have been re-scheduled for September 5, 2020, due to the governor's COVID-19 restrictions.
 - The board reviewed a letter sent to them by the DNR. The letter states that the William B. and Laura Guthrie House at 7459 N US HWY 41, Bloomingdale, IN, was entered in the National Register of Historic Places on March 4, 2020.

- The commissioners received a letter and photographs from Elise Brown of Tangier, Indiana regarding the graffiti inside the West Union Covered Bridge. She states that being in an extremely rural area, it is easy for the vandalism to occur. Her photos show obscene language and drawings. Ms. Brown is asking more police patrols and/or cameras installed, if possible, to catch the vandals. She is also concerned that power washing to remove the graffiti has been damaging the beams in the bridge.
- The board received an approval by the Indiana Department of Environmental Management for changes at the Futurex Industries plant in Marshall, Indiana.
- The Commissioners reviewed a construction update from INDOT regarding a road closure for bridge repair. The bridge is located just south of CR 1050 N on US 41. INDOT informed that their official detour is from US 36 to SR 63 to SR 234, then back to US 41.
- The board received notice of a civil case regarding land access through Creek Road brought by Malinda Howell.
- The board received two claims from Steve Wilken and Terry Moore regarding their windshields being cracked by rocks flying off a county highway truck on US 36.

VI. DEPARTMENTAL REPORTS:

Commissioner Jim Meece:

- Mr. Meece reported that the CARES ACT will be funding \$549,000 to Parke County for the reimbursement of COVID-19 expenses that are outside the normal budgeted items. These items must have been purchased between March 27, 2020 and December 31, 2020. Commissioners are required by law to track all invoices and decide what is and what is not reimbursable through this funding. All county departments (ambulance, sheriff's, courthouse, fire departments, etc) will need to be represented at a meeting to get into the details of how it will work. All that is needed right now is for the commissioners to approve our taking part in the program. The motion was made by Bruce Hartman to accept our participation in the program and Dan Collom seconded. The motion passed unanimously.
- Commissioner Jim Meece brought up the question of "comp time" for county employees. The department heads seem to be using different policies regarding comp time. Jim stated that all comp time should be earned for only worked hours outside the 8-4 time-frame. Jim suggested that there should be something in the handbook advising how soon the comp time should be used. Nick Sauter will draft an amendment to the handbook regarding the comp time. Included will be who earns it, when they can use it, if there is a cap on the time earned, if there is an expiration on the time earned, etc. Whatever policy is accepted for the comp time, it will not be enacted until January 1, 2021. The commissioners will look over the draft at the next meeting.
- Mr. Meece reported that he and the heads of the Sheriff's Department, EMA Department, Ambulance Service, and Health Department have been having a closed (because of HIPPA) meeting every Wednesday for COVID updates. The PPE inventory is in great shape, due to the efforts of the EMA and Ambulance Service directors, in addition to the inventory already on hand from the previous director's efforts. Mr. Meece stated that all of the department heads are doing a great job of keeping up with all the COVID issues, and commended each one of them.

- The Board reviewed the proposed phased re-opening plan for the courthouse. As it now stands, the employees are having staggered starting hours and temperatures taken on entering. Due to security issues, everyone is leaving at 4:00. This will enable Don Pruner to be sure all the doors are locked and secure. Plexiglas shields are in place in all offices. Even though the courthouse is not “officially” open to the public, visitors that cannot conduct their business online will have to make an appointment and wear a mask, and observe social distancing. Employees wearing masks is optional. Masks will be provided inside the west side basement entrance of the courthouse. Visitors can either turn in their masks after their appointment to be washed and sanitized by the Health Department for re-use, or keep it. Bruce Hartman made a motion to approve the plan that has evolved through meetings with the department heads and to follow the governor’s phased re-opening schedule. He also commended Julie Lanzone, Liddy Wright, Justin Cole, and Chris O’Brien on the “outstanding” work they are doing regarding COVID. Dan Collom reiterated the commendation, seconded the motion and it passed unanimously.

Parke County EMA/E911, Chris O’Brien:

- Chris O’Brien expressed his concern regarding COVID grant management. Partnership Parke County will be meeting Wednesday (20th) after the COVID closed meeting to discuss the framework of how to manage grants and who will be managing the grants. Chris O’Brien and Cyndi Todd were mentioned by Jim Meece as possible grant managers. Jim stated we want to make sure we can get on board with the all grants that we are eligible for and are available to us. We will need to stress to the department heads that anything COVID related out of the normal budgeting process needs to be receipted and sent in for reimbursement.

Parke County Ambulance Service, Julie Lanzone:

- 69 Transports in April, which is down from last year. 26 COVID positive screens as of Friday (15th) responded on. 18 confirmed positive cases including clinical. Clinical is when a doctor makes diagnosis that you have met all the criteria for COVID, but you don’t have an actual test.
- \$14,460 stimulus payment was received from Medicare and Medicaid for COVID use on eligible patients.
- EMS non matching grant for \$200,000 written, creates training and certifications for ambulance employees. If the county pays for any part of a paramedic course, the employee signs a 5-year employment contract or the employee will have to pay the money back. Parke County does not have a paramedic course available in the county so Julie is working with St. Mary of the Woods to set up a paramedic course.
- Testing numbers are increasing locally. Cases are remaining average. A couple drops off and a couple of new ones come along. 5 cases positive. 12 recovered that were tested positive. 6 recovered clinical cases. 5 cases hospitalized, 1 in ICU, 0 on ventilators, 0 deaths, all have recovered.
- Julie Lanzone reported that the vacation she was planning to take in April did not happen because of COVID. She asked that the board would allow her to reschedule her vacation later in the year. Dan Collom made a motion to extend her vacation eligibility through the end of the year and it was seconded by Jim Meece. The motion passed unanimously.

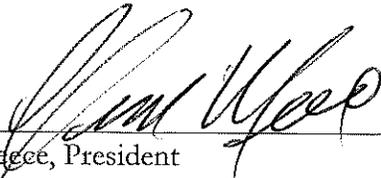
Parke County Highway, Randy Norman:

- Mr. Meece questioned Randy regarding the flooding the bottoms on New Discovery Road.
- Duke Energy replacing 4 poles on East Rosedale Road that are leaning. They are splitting the cost with the county.
- The highway department is looking to purchase a new tandem axle dump truck. Randy is requesting permission to authorization to release an advertisement for bids. This will replace the 2003 truck. Dan Collom made the motion to allow the advertisement for bids. The motion was seconded by Bruce Hartman and it passed unanimously.
- Randy presented two unofficial detours for the construction projects that are being done by the state. The bridge on US 41 by Tangier turn off beginning on May 18, unofficial detour will be 100N to Carpenter Road to 1200N for this project. The motion was made by Dan Collom to accept the unofficial detour route. It was seconded by Bruce Hartman and it passed unanimously. The second unofficial detour for the project starting July 6, on SR 59 5.34 miles south of US 36 will be Ferndale Road, 1000E and 720S. Dan Collom made a motion to accept Randy's recommendation for the unofficial detour on SR 59. The motion was seconded by Bruce Hartman and the motion carried unanimously.
- Presented a request by Zach Lowe regarding a county road by Highbridge Road that is not on the county's maintained inventory. Mr. Lowe needs this road to have access to his property. He was inquiring if the commissioners could do something regarding this road. After some discussion, the commissioners suggested he get the 5 landowners who use this road to make an agreement, then return to the commissioners to see what can be done.
- Presented a list of the 2020 Road Projects. Dan Collom made the motion to approve the list of the 2020 road projects presented by Randy Norman. Bruce Hartman seconded the motion and it passed unanimously.
- Presented a request for a hand typed check to Allee Electrical for \$729.67. One of our trucks was involved in an accident, and this is to pay for the damages. Bruce Hartman made the motion to approve the hand typed check in the amount of \$729.67 to Allee Electrical. Dan Collom seconded the motion and it passed unanimously.
- Presented the annual operations report for signature. Bruce Hartman made the motion to approve the annual report. Dan Collom seconded the motion and it passed unanimously.
- Culverts have been ordered for Mill Road, 470E and Sawmill Road.

VII. PUBLIC COMMENTS:

- Chester Craig questioned the board regarding COVID testing for firefighters. Jim Meece advised that testing is only for symptomatic persons as of now, but anyone can go online to the government's corona virus response website and register to be tested. An online application will need to be filled out.

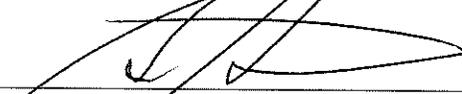
VIII. **ADJOURNMENT:** Having no further business to come before the Board, a motion to adjourn was made by Dan Collom and seconded by Jim Meece. The meeting adjourned at 5:40 p.m.



Jim Meece, President



Dan R. Collom, Vice President



Bruce Hartman, Second Vice President

ATTEST:



Laura Fischer, Auditor