

**REGULAR SESSION**

**COMMISSIONERS**

**MAY 2, 2011**

Commissioners Patrick F. Clawson, William R. Brown and Ron Slavens met in Regular Session on the 2<sup>nd</sup> day of May 2011 at 9:00 a.m. to conduct business pursuant to the laws of Carroll County and the State of Indiana.

The meeting was opened with the Pledge of Allegiance.

April claims were unanimously approved as follows: County General in the amount of \$223,578.35; Highway in the amount of \$96,792.38; and Other in the amount of \$68,208.91. WB/RS

Payroll claims for period ending April 16, 2011 in the amount of \$154,365.23 were approved unanimously. WB/RS

Minutes of the April 18, 2011 meeting were approved unanimously. RS/WB

**COURTHOUSE MAINTENANCE:** Sheryl Shockley passed out a revised Preventative Maintenance Summary, removing the fan control and crank case heater. Cost of changing out the air handler is included.

Shockley has only one bid for the outside lights and recommends tabling the discussion until the next meeting. A & H Chapman Mechanical would like to do a demonstration of LED lights Friday night. The energy cost is less for LED lights. There are a total of 12 lights that would need replaced. Shockley reported that the last three signs placed in the yard have been on posts driven into the yard. It was decided that the individual completing the form must initial the statement that they realize they are not to use posts.

**HEALTH DEPARTMENT:** Joyce Sturdivant of the Health Department presented a list of fees they would like to change. Most fees are increased with the exception of genealogy which was lowered in hopes that individuals would opt for the genealogy report rather than have the Health Department make copies. Shots will be charged at cost, they can no longer be free or low cost. The Health Department may not carry as many shots as they have in the past; rather than have a stock of immunizations, they will maintain a list of requests and order when there is sufficient interest. Sturdivant commented there may have to be a rider on the insurance policy to cover the immunizations. William Brown made a motion to accept the Carroll County Health Department fee changes as presented. Ron Slavens seconded, passed unanimously. William Brown asked to see a copy of their Annual Report, Patrick Clawson has a copy and will share it with Commissioner Brown.

Health Department Fees:

	Current Fee	New Fee
Birth Certificates	\$8.00	\$10.00
Birth Amendments	-	\$20.00
Death Certificates	\$8.00	\$10.00
Genealogy Paperwork	\$7.00	\$2.50
Retail Food Permits	\$65.00	\$70.00
Itinerant Food Permit	\$20.00	\$25.00
Septic Permit – New	\$65.00	\$100.00
Septic Permit – Repair	\$50.00	\$75.00
Copies	\$.25 each	Same
TB Test/Miscellaneous Shots	\$10.00	Cost
Book for Food Service	\$15.00	No change
Flu Shots	\$15.00 - \$20.00	No change

**COUNTY HIGHWAY:** County Highway Engineer, Paul Coutts asked the Commissioners for a June 6, 2011 deadline for the following bids, with advertising on May 11 and 18, 2011:

- Materials for steel open grate deck and guardrail for Bridge No. 180. Bids will be let two ways; material only and materials and construction. Ron Slavens made a motion to let the bids for Bridge No. 180, seconded by William Brown, passed unanimously.
- Bids for reclamite with an optional bid for 400 S for CRF. William Brown made a motion to let the bids, seconded by Ron Slavens, passed unanimously.

Commissioners signed the LPA – HSIP sign project contract with R.W. Armstrong in the amount of \$74,800. Ron Slavens made a motion to accept the bid with R.W. Armstrong, seconded by Patrick Clawson, passed unanimously.

Coutts asked for approval of the calcium chloride price from Central Paving. Taxpayers living on a gravel road wanting a top coat in front of their house would cost \$1.10 per lineal foot for calcium chloride and \$3.25 per lineal foot for two layers of chip and seal. All work to be done is to be paid in advance. William Brown made a motion to accept the prices, seconded by Ron Slavens, passed unanimously.

The transmission in the 1996 Maddox recycler needs to be rebuilt; the company rebuilding it will not issue credit so Coutts asked the Commissioners to have the Auditor issue a check later this week for approximately \$2,750.00 for the repair work. William Brown made a motion to have the Auditor write the check this week, seconded by Ron Slavens, passed unanimously.

Tom Hazelgrove appeared asking for help with a culvert that was installed and now his yard is washing away. He has tried to fill it in but has not been able to fix the problem. Coutts will get with him to see what can be done.

Taxpayers from County Road 1000 S were present to ask that their road not be returned to gravel. They asked what the cost was to reclaim the road; Coutts stated there was no gravel added after the road was milled. One taxpayer stated he has two semis and is concerned as to what they would do to a gravel road. The citizens asked that the potholes be repaired and give them another couple of years. Coutts will look at the road and report at the May 16<sup>th</sup> meeting as to what he thinks can be done so there is a more driveable surface. The road has heavy traffic when there are accidents or flooding on State Road 26.

Commissioner Brown added that 800 S east of Rossville is rough. The new patches on this road were over filled and the patch is above the road surface.

**BRIDGE No. 147:** Ron Francis of Butler Fairman & Seufert gave an update on Bridge No. 147 which crosses the Canal in Jefferson Township. They are starting right of way acquisitions. Francis presented a letter of insurance that needed the Commissioners' signatures. The project should start before May 2012. William Brown made a motion to endorse the letter, Ron Slavens seconded, passed unanimously.

**ZONING ORDINANCE:** Miriam Robeson reported that the Area Plan Commission sent the zoning ordinance back to the steering committee for further work. As a result, the earliest the zoning ordinance would be presented to the Commissioners is July. William Brown thanked the steering committee for their work.

**FLORA PARK OFFICE BUILDING:** Miriam Roberson presented information on a Flora Park Office Building proposed by the Flora Community Club. The building could house the Extension Office and hopefully the Farm Service Agency and the Soil and Water Conservation offices. The proposed building would have meeting space available for use by tenants first and then other local community organizations. The building would be located at the south park entrance. If FSA and Soil and Water do not relocate there, the Town of Flora feels they could utilize the space. Presently the Extension Office pays \$14,500 annually for their lease. Robeson asked permission to begin working on a lease agreement; Commissioner Clawson and Attorney Nick McLeland will work with Robeson.

**ENVIRONMENTAL REPORT:** Laura Walls of the Carroll County Economic Development Corporation passed out the Phase II Environmental Site Investigation Report for the 29 acre parcel which is the proposed Indiana Packers Corporation expansion project. John Moriarty, attorney for Plews Shadley Racher & Braun LLP summarized the report by saying there was a concentration of a chemical of concern, Bis(2-ethylhexyl)Phthalate or DEHP noted in the ground water sample collected from the northwest portion of the subject property. DEHP is used as a plasticizer in the manufacturing of PVC. The level of contamination is above the residential level, but below the industrial level. However, it is advisable to report the findings to IDEM. Clawson asked if there was a form to use to notify IDEM, Moriarty will get the information to McLeland. Walls stated that she is willing to work with the Commissioners and McLeland to make the report. Conservations have resumed with IPC.

**DEER CREEK PARK:** David McCain, Park Board President, passed out bids for mowing. The Board had thought about transferring funds from donations to mowing, but there is not enough money in donations to cover the mowing costs. Volunteers really want to mow the Park rather than contract it out; they have a budget for fuel. McCain talked with our insurance agent, Bob Reef, and he indicated it was fine to use volunteers, he just needs a roster. Clawson suggested that at budget time they include a line item for mowing so as not to burden volunteers for two years. William Brown made a motion to approve the roster of volunteers to mow, seconded by Ron Slavens, passed unanimously.

The Park Board has two fee collectors for the parks. There are no fees to use the pavilions; a \$30 fee to use the building. Ron Slavens made a motion, seconded by William Brown to accept the fee stewards. Passed unanimously. Ron Slavens asked that the guard rail at French Post Park be extended near the swings and suggested they contact the County highway department for assistance.

**IT COORDINATOR:** Treasurer Beth Myers informed and updated the Commissioners on an IT issue. Presently the IT support that we have beyond the Auditor is through Fairnet at the rate of \$400 per month. Myers has been working with Randy Cleaver of Cleaver Cabling & Consulting with computer problems she has had and for the installation of a new fax machine. Cleaver did the work on the computers because the equipment had been purchased through Manatron and Cleaver is contracted by Manatron. In the past, Fairnet has not always been quick to respond to work that needed to be done, sometimes sending someone that did not know how the Courthouse was wired. The way Fairnet has recently installed some equipment is dangerous and not acceptable. Cleaver did the original wiring of the Courthouse and is familiar with our system. He has contact with Manatron and Harris and can install their software, Fairnet cannot. Cleaver could be hired for one day every two or three weeks; if there is nothing for him to do he would not come and there would be no charge. It would be recommended that departments would submit a request to the Auditor for work. Cleaver would recommend updating our antivirus software, the one we have is not for government or business. The Clerk is also in favor of the change. Myers recommended that at budget time we budget for the services of Cleaver Cabling & Consulting. Commissioner Brown asked to look at the contract with Fairnet to see if there is a cancellation clause. Ron Slavens made a motion to table the decision, William Brown seconded, passed unanimously.

**SUPPLEMENTAL INSURANCE PAYMENTS:** Auditor Elaine Hathaway asked the Commissioners for a policy on making back payments to employees over 65 that are reimbursed for their medical insurance. We have had employees come back two and four months later to ask for higher reimbursement due to premium increases they had not reported to the Auditor's Office. Ron Slavens made a motion to only pay one increase per year and to go back no more than two months. William Brown seconded, passed unanimously. The Auditor's Office will distribute a reminder to report increases in premiums with the November payments.

**OTHER BUSINESS:** William Brown made a motion that was seconded by Ron Slavens to accept and sign the Annual Report of the Congressional, Common School and Permanent Endowment Funds.

Dave McDowell, EMA Director, presented an updated Corps of Engineers report for Carroll County. Between three different sources, Carroll County is coming close to matching the funds needed to repair the erosion problem on the Tippecanoe River bank along County Road 1200 West. William Brown made a motion to endorse the letter of intent. Seconded by Ron Slaves, passed unanimously. With the recent flooding, McDowell has documented further erosion.

Jamie Rough, on behalf of Jefferson Township residents, asked for clarification of golf carts on the roads and if they are the same as ATV's. Commissioners replied that golf carts must be compliant with State regulations; i.e. must be registered and driver must be at least 16 years old and have a valid driver's license. Rough had contacted the Sheriff, his concern is not with them driving around the Lake area, but children driving golf carts. Rough asked if there was any way there could be an ordinance for just the Lake area. Attorney McLeland will look into whether it could just be for Jefferson Township or had to be county wide. If county wide, would there then be precedence over ordinances adopted by towns? The discussion was tabled until further information can be gathered.

Kathy Mylet, Area Plan Coordinator, passed out a lien that the Town of Camden uses to file against property owners who don't clean up their property. Mylet wondered if the same process could be used for property owners in violation of county ordinances. Commissioner Clawson suggested she check with the City of Delphi concerning their fees. A letter would have to be mailed to the property owner first stating that if they don't comply the County would do the work and the property owner would be required to reimburse the County. The Auditor will check with the DLGF to make sure ordinance liens can be added to property taxes. The discussion was tabled until further information can be obtained.

William Brown reported that a taxpayer contacted him that they were in a Courthouse office when there were 4 people in line; one employee was working and one employee was making jewelry. Brown wanted to know what could be done about it. Commissioner Clawson suggested that he speak with the department head involved. Clawson also emphasized that there is a policy in the personnel handbook against personal cell phone usage and personal internet usage. He would like to make sure the policies are enforced.

Ron Slavens stated that while reviewing claims he noticed that department heads area trying to buy more locally and he appreciates their efforts. He also noted that the Auditor had placed an order for a quantity of paper for multiple departments in order to receive a better price. The Auditor is to look into having a store room for commonly used supplies to be purchased at lower prices.

**NEXT MEETING:** There being no further business to bring before the Commissioners, a motion to adjourn was made by Ron Slavens and seconded by William Brown. Passed unanimously. The next regular meeting will be at 9:00 a.m. on Monday, May 16, 2011.

**CARROLL COUNTY BOARD OF COMMISSIONERS:**

\_\_\_\_\_  
Patrick F. Clawson, Chairman

\_\_\_\_\_  
William R. Brown, Vice Chairman

\_\_\_\_\_  
Ron Slavens

**ATTEST:**

\_\_\_\_\_  
Elaine Hathaway, Auditor