

Commissioners Patrick Clawson, William Brown and John Brown met in regular session on the 19<sup>th</sup> day of May 2014 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.

The minutes of the April 21 and May 5, 2014 meetings were unanimously approved. JB/WB

The payroll claim for period ending May 10, 2014 was unanimously approved WB/JB

**COUNTY COORDINATOR POSITION:** Ann Brown, on behalf of the County Coordinator Position Committee, gave a report on the research that had been done by the Committee. The information gathered indicated at least 52 counties have invested in a similar position. The position would mostly serve in the capacity of human resources with hopefully some basic knowledge in IT. The new position would be responsible for all the HR reports and compliance which would remove those responsibilities from the Auditor, freeing up the Auditor's time to perform statutory duties. The committee recommended the Commissioners approve the full time position at a starting salary of \$38,000.00. The committee feels the addition of the position will pay for itself in the first year by reduction of personnel in the Auditor's Office, reduction of auditor salary to that equal of other elected officials, and overall efficiencies created from the employ of the position. The Committee recommends the position start no later than September 1 in order to give the Auditor time to turn over files and bring the incumbent up to speed. The Committee would be involved in screening the applicants; the Council and the Commissioners would interview the candidates; however the Board of Commissioners will have the final hiring and termination responsibilities as the position would report directly to them.

William Brown stated when he first started on the committee he was luke warm at best; he thought it was a County Manager position, but that is not the case. It is a coordinator to work with the Commissioners. It is a resource person, not a supervisor. Brown felt the aspect of the human resources part was most important and if the incumbent can do some IT work that would be a bonus.

John Brown asked to table the discussion until the June 2<sup>nd</sup> meeting; he would like to attend the Council meeting. Patrick Clawson seconded; motion passed unanimously.

**CARROLL COUNTY REDEVELOPMENT COMMISSION PLAN AMENDMENT:** Barry Emerson, legal counsel for the Redevelopment Commission, explained that the Carroll County Redevelopment Commission passed a resolution April 22, 2014; then the Carroll County Area Plan Commission approved the amendment, the next step is for Commissioner approval to amend the April 19, 2011 resolution. To complete roads and other infrastructure to the Grays Turkey Farm property it will cost between \$2,900,000 to \$3,800,000; costs to be paid from TIF revenue by the issuance of bonds. Water and sewer lines have been extended to the property. The Economic Development Commission has created a project and is now looking for funds to complete the project. The Redevelopment Commission receives approximately \$750,000.00 per year in property taxes. The area in question has corporate interest and will be named the Carroll County Hoosier Heartland Industrial Park. William Brown expressed his excitement about the area; there was the same situation with The Andersons but they paid for the infrastructure. The resolution will allow the Redevelopment Commission to purchase and sell property.

John Brown stated he was not ready to vote on the resolution; he wanted more information. Emerson stated they are on a schedule; their next meeting is June 9<sup>th</sup> and they need to give notice and have meetings with all overlapping entities. Patrick Clawson recused himself because he is a member of the Redevelopment Authority and the EDC. John Brown made a motion to table the vote until June 2<sup>nd</sup> to give him sufficient time to gather more information. William Brown seconded; motion passed. Emerson stated there needs to be 10 days to advertise and voting June 2<sup>nd</sup> would not allow the time before their meeting. John Brown then amended his motion to have a special meeting Tuesday, May 27, 2014 at 8:30 a.m. William Brown seconded; motion passed.

**CARROLL COUNTY HIGHWAY:** Paul Coutts asked if there were any questions on the 2013 annual operational report for Local Roads and Streets. Being no questions, William Brown made a motion to sign the 2013 report; John Brown seconded; passed unanimously.

John Brown and Paul Coutts visited with the property owner south of the North EMS garage location, Joseph Rehwinkel, concerning setting up utilities, especially the NIPSCO gas line. A 15' easement is needed across the neighbor's property to serve the new building. Coutts asked if it was worth having gas or should the building be total electric. The property owner asked about payment; Coutts informed him there would be no money, but could offer in-kind trade. Rehwinkel would like 670' of gravel road turned into chip and seal as well as a driveway; cost would be approximately \$2,400; the County would continue to maintain the road. John Brown asked about the cost of electric heat and water; it was thought gas would be more cost effective. Clawson asked if the County could pave a private driveway; Attorney Johnson said they could and would require the property owner to sign a waiver. William Brown made a motion to provide in-kind services in lieu of payment, contingent upon NIPSCO approval. John Brown seconded; passed unanimously.

Couts reported the Xenia Bridge had been defaced. He has worked with the Sheriff's Department and the school and believes they have a solution. The students are going to pay for the paint and signs that needed replaced; as well as repaint the bridge themselves.

**BULLET PROOF VEST:** Prosecutor Rob Ives explained that the Sheriff's Department had purchased new custom fitted bullet proof vests for the deputies. Since that time, Steve Mullin has left the Sheriff's Department and is now the Chief of Police for the City of Delphi. Ives was asking to purchase Mullin's vest out of Prosecutor Diversion fund money and then give the vest to the City of Delphi. The Sheriff's Department will then have the money to purchase a vest for the new road deputy when hired. John Brown made a motion to approve the sale of the vest for \$600.00; William Brown seconded; passed unanimously.

**EMERGENCY MEDICAL SERVICES UPDATE:** Mike Durr reported they handled a total of 88 runs in the past month compared to 121 the previous month, for a total of 584 runs so far this year. Most of the EMS staff attended a State practical exam conference and they are also doing some in-house training.

Durr asked for all utility bills to be entered as early claims in hope of eliminating the problem at the Burlington location. The Duke Energy bill will be paid by the Burlington Fire Department who will in turn invoice the County for our portion.

**SENIOR & FAMILY SERVICES AGREEMENT:** For the 2014 budget year, the Commissioners approved \$10,000.00 for the Carroll County Senior & Family Services Agency to use for gasoline and repairs to the vans used to transport individuals. William Brown made a motion to endorse the agreement; John Brown seconded; passed unanimously.

**CARROLL ADULT RESOURCES FOR EDUCATION AGREEMENT:** Trish Maxwell, Director of the Lafayette Adult Resource Academy, was present to sign an agreement for \$4,000.00 that is in the Commissioners' budget, to be used toward an agency staff member in the Carroll County program. William Brown made a motion to endorse the agreement; John Brown seconded; passed unanimously.

**CODE ENFORCEMENT:** Ted Johnson explained the purpose of a code enforcement position that would report to the Commissioners. The Area Plan Administrator stated she does not have time to do the inspections. The person would take care of non-health department or Area Plan related offenses, it would be nuisance violations. The incumbent would also go to court and make sure the violations are being resolved.

Patrick Clawson asked if this was another full-time position or could it be addressed by the County Coordinator. Joyce Sturdivant stated the nuisance violations were mentioned in the Environmental Specialist position in the Health Department. Johnson explained that ordinances approved by the Commissioners are the responsibility of the Commissioners and should not be tasked to the Environmental Specialist unless they are made accountable to the Commissioners on certain issues. Clawson stated that any of the Commissioners would work with the Health Board to change the Environmental Specialist job description to include all violations.

**RFQ FOR FINANCIAL ADVISOR:** Attorney Johnson distributed the RFQ's for signature, noting responses are to be to the Auditor's Office by June 4<sup>th</sup>. Requests were sent to London Witte & Company; O.W. Krohn & Associates; and Crowe Horwath. Johnson asked if they also wanted to advertise the request; typically it is advertised two times a week apart. Best procedure is to not narrow yourself down. William Brown made a motion to approve the Request for Statement of Qualifications and to advertise the request. John Brown seconded; passed unanimously.

**HEALTH DEPARTMENT:** Joyce Sturdivant asked about two Health Department job descriptions that were approved by the Commissioners in 2013; department head was eliminated from Kris Jones' job description and added to Joyce Sturdivant's job description. The changes were not approved by the Council for the 2014 budget and Sturdivant was asking for direction; is it the responsibility of the Health Board or the personnel committee? Attorney Johnson stated the Health Officer, with approval of the Health Board, is in charge of all decisions. The Council would still have the role of approval of the salary. As for the job description, the Commissioners can adopt personnel policies, regulations and job descriptions. It was Johnson's opinion the job description does not need to be approved by the Council and she should make her case to the Council. As for the open position, it was suggested to start the position at the current salary ordinance amount; the personnel policy handbook does not address change of salaries after the six month probation. Dr. Dutter asked who should review the applications and do the hiring; Attorney Johnson stated the Health Officer, the department head by statute, should do the interviews and hiring. Department head should not be included in the Sanitarian's job description.

Attorney Johnson reminded the Health Department that by statute the employees had to be identified. William Brown made a motion to request that the Health Department employees be identified by a badge or vest and the automobile be identified. John Brown seconded; motion passed unanimously.

**CITY OF DELPHI STELLAR COMMUNITIES GRANT:** Mayor Strasser gave an update on Stellar activities. The Streetscape project will include new sidewalks, curbs, decorative street lighting, street furnishings and related improvements on all four sides of the Courthouse, plus additional work on Main and Washington Streets beyond the square.

The Murphy Fountain is to be fully restored, taking it back to original and removing the water feature from the statue; the original only had water in the urns. Because it is on County property there will need to be an agreement, the City will be responsible for all the work and maintenance. The Commissioners were in agreement to endorse the project; an agreement will be written for Commissioner approval.

**OTHER TOPICS:**

- William Brown made a motion to request a lease extension until July 31, 2014; John Brown seconded; passed unanimously. The B-O-T stated the deadline for occupancy was May 31, 2014; Attorney Johnson will draft a letter to the Flora Community Club about the concerns.

**COURTHOUSE USAGE APPLICATION:**

Carroll County Historical Society to suspend an Indiana State flag from the 2<sup>nd</sup> floor in the rotunda between receipt of flag until January 2017 to commemorate the Bicentennial. WB/JB

**CARROLL MANOR:** Upon motion made by William Brown and seconded by John Brown; Kathleen Michael was unanimously approved for admittance to Carroll Manor as a new full pay resident.

There being no further business, John Brown made a motion to adjourn the meeting; seconded by William Brown; passed unanimously. The next meeting will be June 2, 2014.

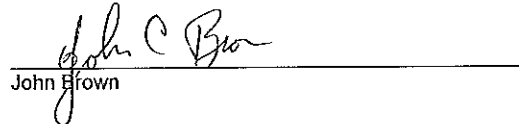
**CARROLL COUNTY BOARD OF COMMISSIONERS:**



Patrick F. Clawson, Chairman



William R. Brown, Vice Chairman



John Brown

**ATTEST:**



Elaine Hathaway, Auditor