

Commissioners Patrick Clawson, John Brown and William Brown met in regular session on the 16th day of December 2013 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.

Minutes of the December 2, 2013 meeting were unanimously approved. JB/WB

Payroll claim for period ending 12-7-13 was unanimously approved. JB/WB

CARROLL MANOR UPDATE: Superintendent Martha Lewis gave an update on Carroll Manor stating there have been positive changes; there are 6 new residents. Lewis feels they are going in a positive direction and people are coming to tour the Manor. With the new application turned in today the census will be at 27.

TWIN LAKES REGIONAL SEWER DISTRICT: Jamie Rough gave a presentation on the Twin Lakes Regional Sewer District system and how it operates. Rough stated it was time for his reappointment; it is a 4 year term and he is presently filling out the remaining time of Wayne Garrison.

PRINT MANAGEMENT STUDY: Jamie Rough presented the initial analysis of the print management study conducted by Copiers Plus and Lafayette Copier. Most machines are old, outdated, used for 1 purpose, and need to be replaced. Rough gave a synopsis of the recommendations of how each department would be affected; what would be eliminated and what new equipment would be acquired. Rough stated department heads are paying a variety of prices for paper and is also suggesting including paper in the print management arrangement. The next step is to choose a vendor if the Commissioners decide to pursue the program. That vendor would then meet with departments and start the implementation. There are 4 new machines budgeted for purchase at the first of the year and Rough feels it is a perfect time to start the project. He is also suggesting that money in individual budgets be transferred to the Commissioners' budget. The Commissioners expressed their desire to do it all now rather than phase it in, especially since there are so many machines to be replaced.

After both companies gave their presentation and the Commissioners reviewed the information, John Brown made a motion to select Lafayette Copier as the vendor for the project. William Brown seconded; passed unanimously. Patrick Clawson asked Lafayette Copier to have everything in writing for the December 30, 2013 meeting.

JOE MORRIS-HINER PROPERTY: Jim Eddy reported that Joe Morris is still operating a salvage yard in a residential neighborhood. County Attorney, Ted Johnson, stated the Area Plan Commission was filing a complaint for injunction for operating an illegal salvage yard. The injunction would not pertain to the painting and repair of automobiles; there would have to be an investigation to see if the painting and repair is against the zoning ordinance. Johnson reported that IDEM has been involved with regards to the contamination of the soil.

REINSURANCE FEE: The Auditor asked the Commissioners how they would like to handle the reinsurance fee; a cost of \$5.25 per month per covered individual. William Brown made a motion that out of necessity the charge of \$5.25 per covered person per month should be the responsibility of the employee and the fee is to be deducted from the first pay of each month. John Brown seconded; passed unanimously.

GIS DATABASE AGREEMENT: The Auditor stated there were at least 4 companies that are requesting access to our GIS database so they could use the parcel information for various projects. Attorney Johnson stated the database is public data and the Commissioners cannot deny access; the question is who is to pay for the service. William Brown made a motion that was seconded by John Brown that companies wanting access to the database would need to work with The Schneider Corporation and the requesting party would be responsible for the fee charged by Schneider. Motion passed unanimously.

APPOINTMENTS:

- William Brown made a motion to reappoint Monty Edging, Michelle Cox, Larry Trapp and Gilbert Smith to the Redevelopment Commission. John Brown seconded; passed unanimously.
- William Brown made a motion to appoint Pat Clawson, Jay Bush and Steve Wood to the Redevelopment Authority. John Brown seconded; passed unanimously.
- John Brown and James Hancock were reappointed to the Northwest Indiana Solid Waste District; motion made by William Brown and seconded by Patrick Clawson; passed unanimously.
- John Brown was reappointed as the Commissioners' representative to the Kankakee-Iroquois Regional Planning Commission by nomination made by William Brown and seconded by Patrick Clawson; passed unanimously.

- Tracy Labor was reappointed to a one-year term to the Alcohol Beverage Board. Motion made by William Brown and seconded by John Brown; passed unanimously.
- Jamie Rough was reappointed for a 4 year term to the Twin Lakes Regional Sewer District board. Motion was made by William Brown and seconded by John Brown; passed unanimously.

FARM CASH RENT BIDS: Two bids were received in response to the request for bids to farm the 14 acres of ground the County owns around Carroll Manor. The winning bid was James Snoeberger for a price of \$245 per acre. John Brown made a motion to accept the bid of James Snoeberger; William Brown seconded; passed unanimously.

Following the awarding of the bid; Victor Brown asked if there was access to the farm land owned by Indiana Packers that is behind the 14 acres. Victor Brown has been accepted to farm the ground for Indiana Packers and needs access to the field; it appears to be land locked. It was decided that it would be the responsibility of Indiana Packers to give him access to their land.

PERSONNEL POLICIES HANDBOOK: John Brown made a motion that was seconded by William Brown to approve Ordinance 2013-13 to amend the County of Carroll, Indiana Personnel Policies Handbook. Motion passed unanimously to approve the following:

- Change the normal work week for E-911 for day shift to begin on Saturday at 12:00 p.m. and end the following Saturday at 11:59 a.m. The normal work week for E-911 night shift begins on Saturday at 12:00 a.m. and ends on the following Saturday at 11:59 p.m. A new timesheet for E-911 was also approved.
- Change E-911 work hours to one of the following three shifts: 6:00 a.m. to 6:00 p.m.; 6:00 p.m. to 6:00 a.m. or 8:00 a.m. to 8:00 p.m. Employees work two days on, two days off, three days on, and two days off, with every other weekend off. Allotted time for lunch breaks shall vary due to daily workload.
- Appendix A: Drug and Alcohol Policy for CDL Drivers to be added.
- New Chapter 7 Problem Resolution index page to be replaced showing the added Appendix A.

OVER 65 HEALTH INSURANCE: The Auditor reported that she received information from Keystone Insurance Group that it was unlawful for an employer to offer any financial or other incentive for a Medicare beneficiary not to enroll in a group health plan which would be primary to Medicare if the individual enrolled in the group health plan. Violating this is subject to a penalty of up to \$5,000 per violation and an excise tax in the amount of 25% of the employer's group health plan expenses for the year. The Commissioners were asked if they wanted to bump up the salaries of the 3 individuals to cover their Medicare and supplemental premiums, or do nothing and offer them coverage through the County's health insurance plan. William Brown made a motion to offer those over 65 the County's insurance or to purchase their own insurance with no reimbursement. John Brown seconded; passed unanimously.

COUNTY ATTORNEY CONTRACT: The Contract for Services of Attorney Ted Johnson for 2014 was approved upon motion made by John Brown and seconded by William Brown; passed unanimously.

2014 COMMISSIONER OFFICERS AND MEETINGS: William Brown made a motion to retain the 2013 Commissioner officers for 2014; John Brown seconded; passed unanimously. 2014 President of the Carroll County Commissioners will be Patrick Clawson and William Brown will be the Vice President. William Brown made a motion to accept the 2014 meeting dates as presented; John Brown seconded; passed unanimously. 2014 meetings of the Carroll County Commissioners will be the first and third Monday of each month with the exception of January 21 and September 2 which are Tuesday meetings after a holiday.

HEALTH SAVINGS ACCOUNT CONTRIBUTIONS: The Auditor informed the Commissioners that there was sufficient money in the health insurance accounts for all departments except County General to continue the \$1,000 HSA contributions. The Auditor proposed transferring money within the CAGIT budget to encumber for County General employee contributions. Patrick Clawson stated he felt it was a benefit that should be retained if at all possible. The Auditor had received approval for the transfer of funds from the Council, pending Commissioner approval. William Brown made a motion to transfer the funds; John Brown seconded; passed unanimously.

CARROLL MANOR APPLICATION: An application for adult day care was submitted for Pamela Hetsko. The fee will be \$5.00 per hour; not to exceed the \$56.00 per day normal fee. Overnight stays would be billed at \$56.00 per day. William Brown made a motion to accept the application; John Brown seconded; passed unanimously. The Commissioners asked the Auditor to receive a monthly occupancy report from Carroll Manor.

FAX LINES: The Auditor reported there had again been trouble with the fax lines in the Courthouse and she contacted APG for a solution. APG remotely reset the card that the fax machines are on and it appeared to resolve the problem for the time being. APG feels the long-term solution is to replace the analog card that supports the fax machines; it appears the ringer board is bad and getting worse. The Commissioners asked for a quote to replace the bad card.

OTHER TOPICS:

- John Brown made a motion to include all county facilities possible in the NIPSCO natural gas agreement with Border Energy. William Brown seconded; passed unanimously.
- EMA Director, Dana Jeffries, reported he had resignations from Cory Cocanower, Scott Blazak, Tyler Cocanower and Justin Cocanower; he needs 4 new members for the 7 member board. John Brown made a motion to accept the resignations; William Brown seconded; passed unanimously.
- Dana Jeffries announced that anyone that suffered damage with the last tornado to go online and complete the forms. The information is used to determine if FEMA funds are available to Carroll County. He also shared that there has been a 2nd review of the April flood damage; the County could be eligible for approximately \$60,000 in reimbursement.
- William Brown made a motion that was seconded by John Brown to approve Resolution 2013-08; Resolution establishing the intent to conduct a Commissioners' sale to sell tax sale certificates for properties that are severely delinquent in payment of property taxes. Minimum bids are to be set at the statutory lowest limit; the auction will be conducted on-line. Motion passed unanimously.
- Upon approval of the County Attorney, Patrick Clawson signed the Carroll County Chief Elected Officials Agreement and the Local Elected Officials Agreement for Region 4 workforce investment services.
- All three Commissioners signed their annual certification of compliance with the county contract disclosure policy.

There being no further business, William Brown made a motion to adjourn the meeting; seconded by John Brown; passed unanimously. The Commissioners then joined the Courthouse employees for a Christmas lunch held in the Rotunda.


At 1:00 p.m. Patrick Clawson opened the meeting of the Carroll County Commissioners for a presentation by Klaus Knuth from Keystone Insurance & Benefits Group who gave a synopsis on the status of the County's health insurance plan and the costs to date. Keystone Insurance & Benefits Group is charging a flat fee for their services; Consolidated Union was charging a percentage. So far this year the County is running at an experience rate of 114%; an ideal rate would be approximately 80% so it has been a bad year. They sent the County's information out for bid for open enrollment February 1, 2014. The County will need to remain in a partially self-funded plan for approximately 3 years.

Knuth would like for his company to speak to all the employees to educate them to be more proactive of their claims. He has asked for information on how many charges were trips to the emergency room when it could have been handled at the doctor's office, etc.

It was suggested to keep the wellness program; a summary received from Logansport Memorial Hospital showed that coaching and health screening had caught some potential medical problems.

NEXT MEETING: There being no further business to bring before the Commissioners, a motion to adjourn was made by William Brown and seconded by John Brown; passed unanimously. The next meeting will be Monday, January 6, 2014.

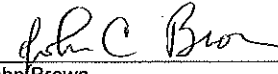
CARROLL COUNTY BOARD OF COMMISSIONERS:



Patrick F. Clawson, Chairman

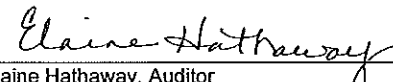


William R. Brown, Vice Chairman



John C. Brown

ATTEST:



Elaine Hathaway, Auditor

Commissioners Patrick Clawson, John Brown and William Brown met in a year-end session on the 30th day of December 2013 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 following claims were approved for payment upon motion made by William Brown and seconded by John Brown:

- Highway \$244,033.00
- County General \$128,528.84
- Other Funds \$171,936.00

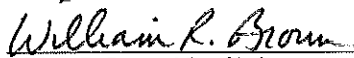
PRINT MANAGEMENT: Lafayette Copier, the company chosen by the Commissioners to implement the print management program, presented their contract. The Commissioners tabled signing the contract and asked the Auditor's Office to forward a copy of the contract to the County Attorney for his review. The contract will be discussed at the January 6, 2014 meeting.

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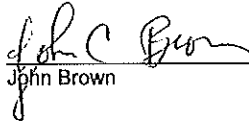
CARROLL COUNTY BOARD OF COMMISSIONERS:



Patrick F. Clawson, Chairman



William R. Brown, Vice Chairman



John Brown

ATTEST:



Elaine Hathaway, Auditor