

## **FEBRUARY 16, 2009**

Wabash County Commissioners met in regular session in the Wabash County Courthouse on Monday, February 16, 2009. Chairman Brian Hauptert called the meeting to order at approximately 9:00 A.M. with all members present: Brian K. Hauptert, Scott E. Givens, and Barry J. Eppley. The proceedings of the meeting were recorded by Wabash County Auditor Jane Ridgeway. The minutes of the February 9, 2009 meeting were reviewed. Eppley made a motion to approve the minutes as written; his motion was seconded by Givens and passed with a 3-0 vote.

Phil Amones, County Highway Superintendent reported:

1. Amones received an E-mail from Greg Rider, Utility Railroad Coordinator, at INDOT stating the he has submitted all the information on railroad crossing at 50E and State Road 15 in Treaty. Rider is hopeful that the request is high enough on the list to be considered for funding.
2. He received an e-mail from INDOT on the contract for preliminary engineering for Bridge #645 (North Manchester Covered Bridge.) Contract is satisfactory. Amones stated they have been notified to proceed with the preliminary engineering. Amones stated all information has been passed on to United Consulting to move forward with the project.
3. Commissioners have been registered for Road School.
4. Givens presented a catch basin issue for Amones' review.

Steve Hicks, Chief Deputy Sheriff reported:

1. The average daily population in the jail last week was 106.47.
2. Hicks presented Striker's recommendation to keep the existing provider for Inmate Medical Services - Health Professionals (HPL). Givens stated he would like Downs to review the contract. Givens requested that details on any changes in coverage or cost be submitted as well. Hicks stated he would get that to the Commissioners.

Bob Brown, EMA Director, reported:

1. Brown and Hicks presented two (2) different types of electronic warning signs. Brown stated currently Miami County EMA is using the lighted signs they are magnetic and can be used in a variety of ways to help with traffic work. Hicks stated they are compliant with all State requirements and provide extra safety for individuals involved with emergency assistance. Brown stated the small one is \$36 and the larger one is \$47. Brown would like to purchase two (2) of each and will look into grant money to cover the cost. If that is not possible, Brown requested permission to purchase the signs using equipment money appropriated in his budget. Givens moved to approve purchase of four (4) electronic

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- warning signs; his motion was seconded by Eppley and passed with a 3-0 vote.
2. Brown stated he and Hicks are working on a County Emergency Communications Plan. This coincides with what the district is currently working on.

Steve Downs, County Attorney, presented a Special Ordinance vacating a portion of an alley in Servia as requested by David Wilson and approved at a hearing on December 15, 2008. Downs, Commissioners and Auditor Jane Ridgeway discussed the difference between special and general ordinances and how to identify them. It was decided to number them consecutively regardless of type for easier research and reference as all ordinances and resolutions are now being posted to the [www.wabashcounty.in.gov](http://www.wabashcounty.in.gov) website and going to be codified. The Special Ordinance will be #85-2, 2009. Eppley made a motion to approve this Ordinance on First Reading; his motion was seconded by Givens and passed 3-0. Second reading will be February 23<sup>rd</sup>.

Clerk of the Courts Lori Draper presented a contract with EAGL Collections. Downs had reviewed the contract. EAGL will assist with collection of docket fees and ISETS. Eppley made a motion to approve the contract with EAGL; his motion was seconded by Givens and passed with a 3-0 vote. Commissioners signed contract.

Nancy Gribben, Recorder, requested an additional appropriation totaling \$700 for bank fees. \$200 will be for charges with Wells Fargo Bank. This account will then be closed. The other \$500 will be the minimum deposit for a small business account with no fees at Crossroads Bank. Givens made a motion to approve the \$700 additional request be presented to Council; seconded by Eppley and passed 3-0.

Sandy Beeks, E-911 Director, presented a spreadsheet on the E-911 funds showing original budget and the proposed changes with the new wireless fund budget; reductions and increases. Beeks stated this was a separation of two budgets requested by State. Eppley made a motion to approve modified budget to go before Council; his motion was seconded by Givens and passed with a 3-0 vote.

Jim Dils, County Coordinator, reported:

1. Dils presented four (4) quotes for the expansion of the probation office and a second area of security for juveniles. Dils had reviewed these with Chief Probation Officer Dallas Duggan.

D-T Construction	\$4,882
Kroft Construction	\$5,550
Draper Construction	\$4,406
Mike Paul Construction	\$10,250

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Dils stated a building permit would be required. Commissioners discussed reviewing with the two lowest bidders specific start dates, exit lighting, key locks, and possibly working after hours due to high traffic during normal business hours. Hauptert stated it would be a good idea to build in a floor covering allowance which is not currently included in all quotes. Dils will contact D-T Construction and Draper Construction and report back to Commissioners on February 23<sup>rd</sup> meeting.

2. Heating and cooling in the Courthouse continues to be a problem. Treasurer's office is cold this morning. Dils stated we have spent additional time and money on the Auditor's unit in recent months. Dils looked at the unit with Quality Electric last week. Additional leaks have again been detected. A quote to replace both evaporator coils in that unit was \$2,755. To repair or replace those coils, a large duct must be removed and would take extra time. Ridgeway stated the CCD fund has \$25,000 budgeted for Building Repairs. Eppley made a motion to move forward with the repairs totaling \$2,755 his motion was seconded by Givens and passed with a 3-0 vote. Givens requested Dils inquire on the quality of the coils that are on the units.
3. Group Hospital Insurance review meeting is on Wednesday, February 18<sup>th</sup> at 10:00 A.M. All Commissioners are planning to attend.
4. Dils was asked to create a memo regarding comp time for non-exempt salaried employees attending after-hour meetings unless their attendance has been requested by Council or Commissioners. Commissioners unanimously agreed.

Auditor Jane Ridgeway reported:

1. The Department of Family & Child Services funds are still in better shape than anticipated for the year end expenses. Ridgeway stated there appears there will be a small amount left as the funds are now taken over by the state. These funds should be closed February 23<sup>rd</sup>. Ridgeway feels the second installment of property tax money was greater than had been expected and expressed her appreciation for local Director Margery Justice.
2. Ridgeway stated we will need to transfer some cash from the original E-911 Fund to the new Wireless Fund to help with the transition to the separate funds. She plans to calculate the wireless fees received during the fourth quarter of 2008 as a basis to present a transfer request for amounts to help establish the E-911 Wireless fund.
3. The Commissioners still need to appoint an ABC Board Member.
4. Ridgeway presented a letter from the State Treasurer regarding requirements for possible E-911 Grant monies for the State and each county's requirement to possibly obtain their portion.

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Ridgeway stated she would forward this information to EMA Director Bob Brown, E-911 Director Sandy Beeks, and Sheriff Leroy Striker.

Commissioner recessed at 10:00 A.M. to attend the Drainage Board Meeting. At 11:00 A.M., Commissioners reconvened to meet with Thomas Polk of IntraSect Technologies for an annual IT review and proposals to better manage the courthouse offices data and application operations: A) The purchase of a separate server to separate the accounting financials and property tax programs as they are all currently running slower due to the amount of data on one server and to allow for future increased demands and programs such as the Surveyor's new Drain-calc program; B) In-house email processing for better filtering and speed; and C) Off-site disaster recovery plan to better protect data and computer operations. Following discussion, the Board decided unanimously to purchase the new servers as presented for a cost of \$17,227 and to establish the disaster recovery plan as recommended for a cost of \$5,299. These upgrades will be funded by the Cumulative Capital Development Fund and the Commissioners' General Fund budget and will be presented to the Council for funding approval.

Commissioners then reviewed and approved the following:

Accounts Payable Claims and Allowances Docket advertised for payment 2-16-09

Monthly Report – Clerk of the Courts – January 2009

Auditor's Monthly Financial Report – January 31, 2009

County Treasurer's Monthly Report – January 31, 2009

They also reviewed the following mail as presented:

IDEM – Business Permit #812 for G&L Plumbing, LLC

IDEM – Receipt of Air Permit Application for Thermafiber Inc

BF&S invitation for Road School dinner 2009

Indiana Vector Control Association letter

Milliman and GASB 45 Q & As Letter

No other business, the meeting recessed. Commissioners will meet in regular session on Monday, February 23, 2009 in the Commissioner's Meeting Room on the second floor of the Wabash County Courthouse at 9:00 A.M. and will attend the County Council meeting to be held on the 23<sup>rd</sup> at 5:00 P.M.