

AUGUST 13, 2012

Wabash County Board of Commissioners met in regular session in the Wabash County Courthouse on Monday, August 13, 2012. Chairman Brian K. Hauptert called the meeting to order at 9:00 A.M. with all members present: Hauptert, Scott E. Givens and Barry J. Eppley. The proceedings of the meeting were recorded by Auditor Jane Ridgeway. The minutes of the August 6, 2012 meeting were reviewed. Eppley made a motion to approve the minutes as written; his motion was seconded by Givens and passed 3-0.

John Martin, County Highway Superintendent:

1. Stated David Armstrong of INDOT informed him that Wabash County has been awarded \$247,000 in additional historic bridge funds for the North Manchester Covered Bridge Project. The total federal dollars for the project is now \$1,273,800. This brings the local match for the total project to \$318,450; this is down from the original \$508,370 prior to the supplemental funding awards.
2. Presented an Assurance of Compliance for acquisition of right-of-way for Bridge 645 (North Manchester Covered Bridge).
3. Presented a Supplemental INDOT/LPA Project Coordination Contract for Bridge 24 on Ogden Road over Otter Creek. This contract raises the amount for this project from the original \$464,000 to \$494,000. The amount awarded to this project from the NOFA (Notice of Funding Availability) funding call was awarded in July 2012.
4. Presented a utility permit request from NIPSCO to bore under 250 S for a service entrance at 1644 E. Givens made a motion to approve request; his motion was seconded by Eppley and passed by a 3-0 vote.
5. Stated the Highway Department has completed twenty-four (24) miles of chip and seal.

Wabash County Sheriff Bob Land stated as of this morning there are eighty-five (85) inmates in the Wabash County Jail; five (5) inmates are housed at the Miami County Jail. The average population for the week ending 8/12/12 was 86.14.

Bob Brown, EMA and Central Dispatch Director:

1. Stated all radio systems are up and running. AT&T had experienced an equipment failure in Miami County due to the storms last week.
2. Requested permission to attend a meeting with the Integrated Public Safety Commission in Indianapolis on August 21st to discuss the 800 Radio System. Commissioners unanimously agreed.
3. Stated Wabash County has been awarded a local grant totaling \$4,054 for the 2012 EMA assessment through the Department of Homeland Security. Brown stated this is an annual assessment scoring process; Wabash received 247 points out of a possible 258. The award is to be used for "shortfalls" in EMA capabilities. Requested permission to present to Council for funding as a reimbursement grant. Commissioners unanimously approved.

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4. Stated there is a Critical Infrastructure Protection Grant totaling \$15,000 for District III. The District has requested Wabash County act as the Fiscal Agent for this grant process. Brown requested permission to present to Council. Eppley made a motion approving Wabash County as Fiscal Agent and to proceed with taking the grant to Council; his motion was seconded by Givens and passed by a 3-0 vote.

Steve Downs, County Attorney:

1. Presented a proposed ordinance amending General Ordinance No. III-1989 Regulating The Accumulation and Disposal of Solid Waste, Hazardous Waste, Garbage, Junk and Junk Automobiles. The ordinance raises the fines up to but not to exceed \$10,000 and makes violation of the ordinance a Class D infraction. Eppley made a motion to approve Ordinance 2012-85-13 on first reading; his motion was seconded by Givens and passed by a 3-0 vote. Eppley made a motion to suspend the rules for a second reading; his motion was seconded by Givens and passed by a 3-0 vote. Eppley then made a motion to approve Ordinance 2012-85-13 on the second reading; his motion was seconded by Givens and Ordinance 2012-85-13 was adopted by a 3-0 vote.
2. Auditor Jane Ridgeway stated she submitted a question to Tammy White at the State Board of Accounts (SBOA) regarding the use of CEDIT Funds for Highway Improvement Projects. The Commissioners have approved a three (3) year Capital Improvement Plan appropriating \$225,000 per year, as funds are available, to assist with chip and seal projects to help maintain the county roads. White stated IC 6-3.5-7-13.1(b) allows CEDIT Funds to be used for any authorized county purpose. However, effective July 1, 2012, IC 8-18-8-5 was changed to require the use of Motor Vehicle Highway and Local Road and Street Funds be used before the use of other funds for highway purposes. The change also outlines other funds that may be used to fund highway projects and CEDIT is not listed:

“SEC. 5 All Expenses incurred in the maintenance of county highways shall first be paid out of funds from the gasoline tax, special fuel tax, and the motor vehicle registration fees that are paid to the counties by the State. In addition, a county may use funds derived from the:

- (1) County motor vehicle excise surtax;
- (2) County wheel tax;
- (3) County adjusted gross income tax
- (4) County option income tax
- (5) Riverboat admission tax (IC 4-33-12);
- (6) Riverboat wagering tax (IC 4-33-13); or
- (7) Property taxes and miscellaneous revenue deposited in the county general fund

White stated at the current time, SBOA does not have an audit stance or a policy on the issue and recommended acquiring the advice of our County Attorney on the use of CEDIT Funds for highway improvements. Downs stated it is clear that the gasoline tax, special fuel tax and the motor

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vehicle registration fees are to be used to fund highway projects first, but other funds are suggestions not requirements; nor does IC 8-18-8-5 prohibit the use of CEDIT Funds once funds from the three (3) afore mentioned funds are used/exhausted. Downs stated ultimately the SBOA needs to present a specific policy on its position, but until that time, he will draft a formal letter of recommendation on this issue to the Commissioners and present at next week's meeting.

Jim Dils, County Coordinator:

1. Questioned whether Wabash County needs to create a policy or procedure on document requests from outside entities. Downs stated there is a state statute that can be followed or a local policy can be created. Sheriff Land stated he has a policy that follows the Indiana statute. Downs stated he would prepare a draft for Commissioners review that could be sent to all department heads noting preferred procedures on public records requests.
2. Stated heavy rains last Thursday resulted in excess moisture in several rooms of the Health Department located in the basement of the Judicial Center.
3. Stated Frontier Communications has submitted information regarding the proposed new phone system update for the courthouse and the Judicial Center. Intrasect Technologies is reviewing the data and will be present at the August 27th Commissioners meeting to present their findings.

Christine Flohr, CVB Commission:

1. Stated there have been several changes implemented at the CVB under the 2012 budget:
 - a. Board Manual Polices; a checks and balances process to ensure fiscal responsibility
 - b. Monthly reports presented to Commissioners and Council
 - c. Quick Books reporting policy among the Board of Directors
 - d. Job Descriptions for the Executive Director and the Tourism Coordinator
 - e. Implemented a City Tram Policy; liability and maintenance agreement
 - f. In the process of implementing a 501(c)(6) status, this had not been completed in the past
 - g. Expenditure coding to properly track all expense of funding
 - h. Promotional Improvements:
 - Visitors' Guide update, distribution control and tracking process
 - Website update; the website had not been updated since 2002 – This is tentatively scheduled to be completed and fully updated in 2013
 - Social Media has improved by 87% in 2012 – The number one visitors to the website are Wabash Residents, second is Chicago, third is Indianapolis and fourth is Fort Wayne.
2. Reviewed the Convention and Visitors Bureau 2013 Budget
 - a. A few of the specific account line items have changed

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- b. The Board has decided to relocate the CVB to an area that is more central for pedestrian traffic, closer to a major hotel and between two (2) major highways SR 13 and SR 15 on a two-way street. The move is tentatively scheduled for January 1, 2013; the new location is 221 Miami Street. This move does create a monthly increase for the budget totaling \$300
- c. Market targeting for specific genre – as noted in the marketing and advertising account lines
3. Commissioners commended Flohr on the positive changes that have been implemented

Wabash County Auditor Jane Ridgeway:

1. Presented the Payroll Claims and Allowance Docket for 8/15/12. Commissioners unanimously approved.
2. Presented the Tiede Metz & Downs Invoice for July 2012 totaling \$1,670. Commissioners gave unanimous approval.
3. Presented an Appointment request to the Laketon Area Regional Sewer Board: Replacement for Ted Little for his term ending 12-31-13. Councilman Claude Markstahler has agreed to complete the 2013 term. Eppley made a motion to appoint Markstahler; his motion was seconded by Givens and passed by a 3-0 vote.
4. Stated on Feb 21, 1978 the courthouse was closed on Mondays by the Commissioners due to the energy crisis; just an interesting factoid found during research in the Auditor's Office this week.

Commissioners Reviewed:

IDEM Office of Air Quality permit decisions: POET Bio refining – North Manchester
Officials Bond recorded for John Martin, Highway Superintendent (July 1, 2012 - July 1, 2013)
AIC 2012 County Factbook
Clerk's Monthly Report – July 2012

Matt Romary and Kari Biehl of Romary Associates: updated Commissioners on plans and costs for the Treasurer's office remodel. The remodel will include:

1. Three (3) refurbished office stations
2. Two (2) Kadet series counter height stools with adjustable arms
3. One (1) mobile aisle filing system
4. Two (2) used under-counter steel teller pedestals
5. Floor coverings: vinyl or tile (an additional cost of \$1,101.10) and carpet
6. New cabinetry and counters for the public transaction line, conferencing area and postage area
7. Electrical – as presented; electrical work will be completed by a local company

Romary stated local vendors were included in the quotes. The project was given to the vendor with the most competitive pricing. The total cost for the remodel is \$70,641.40 with vinyl flooring and \$71,742.50 with tile flooring. Eppley made a motion to proceed with the remodeling of the Treasurer's Office with Romary and

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Associates for a cost of \$71,742.50 which includes the tile flooring option; his motion was seconded by Givens and passed by a 3-0 vote. Romary stated they contacted Intrasect Technologies who will be assisting with minor computer updates. Romary stated the time line is a four (4) to six (6) week lead time on the items that need to be ordered. The projected date of completion is mid-October. Romary stated he will submit a preliminary timeline for the project to County Coordinator Dils. Dils requested permission to release the second half of the Romary Associates initial design agreement totaling \$2,000. Givens made a motion to approve request; his motion was seconded by Eppley and passed by a 3-0 vote.

No other business, the meeting recessed. The Commissioners will meet on Monday, August 20, 2012 in the meeting room on the second floor of the Wabash County Courthouse starting at 9:00 A.M.

The Wabash County Council will meet in Special Session on Thursday, August 23, 2012 in the meeting room on the second floor of the Wabash County Courthouse starting at 4:00 P.M.

The Wabash County Council will meet for their regular monthly meeting on Thursday, August 23, 2012 in the meeting room on the second floor of the Wabash County Courthouse starting at 5:00 P.M.

**Approved as written – August 20, 2012.*