

**DAVIESS COUNTY COMMISSIONERS
MINUTES
Tuesday, September 24, 2019
Daviness County Commissioners Room, Daviess County Courthouse
Washington, Indiana**

The Daviess County Commissioners met Tuesday September 24, 2019 at 9:00 AM in the Commissioners Room within the Daviess County Courthouse.

Roll Call.

Present: Michael Taylor, Vice President, Nathan Gabhart, President, Tom McCracken, Secretary.

Commissioner Nathan Gabhart, President called the meeting to order.

Chris Byars with Good Shepard Lutheran Church gave the opening prayer.

EXECUTIVE SESSION 9/18/2019

Grant Swartzentruber, Daviess County Attorney, stated that an executive session authorized under Indiana Code Section 5-14-1.5-6.1: was held September 18, 2019 1:00 PM in the Commissioners Room at the Daviess County Courthouse for discussion of strategy with respect to the following: The initiation of litigation or litigation that is either pending or has been threatened specifically in writing.

MINUTES September 10, 2019

Motion: Approve Meeting Minutes for September 10, 2019, **Action:** Approve, **Moved by** Tom McCracken, Secretary, **Seconded by** Michael Taylor, Vice President.

Motion passed unanimously.

DAVIESS COUNTY GOVERNMENT CENTER (ANNEX) UPDATE

Mike Schapker, Annex Construction Manager/Owners Representative, came before the Commissioners with an update to Annex building construction. The StonePly flat panels that are around the windows and reach to the top of the windows have been installed in most areas. We were able to work out agreement with StonePly to have the material that is needed onsite so the StonePly work can be finished. Mr. Schapker stated the General Manager was on site last week and went over measurements with him.

CONTRACT WITH LANDMARK SURVEYING

Mike Schapker, Annex Construction Manager/Owner Representative, came before the Commissioners with a contract for Landmark Surveying. Landmark Surveying is to do the design for the additional parking. This parking lot will be located on the far east side of the Annex building. The Cissell property was purchased for this parking lot. Mr. Schapker stated that there will need to be a variances for zoning on this property. This property will need removed as residential zoning. Nathan Gabhart, Daviess County Commissioner, asked if Hogan Helms, Landmark Surveying had to attend the Board of Zoning Appeals meeting or if one of the Commissioners can be present for the variance request needed. Don Spillman, BZA Chairman, stated that it would be required for one of the Commissioners or Hogan Helms (Landmark Surveying) to be present to represent this property at BZA Meeting. Michael Taylor stated he was going to be at the BZA (Board of Zoning Appeals) meeting regarding a street light near the parking lot of the Annex so he would be there to ask for the variance regarding this parking lot. Mr. Gabhart, stated that they will make a motion to approve the \$7,300.00 with clear communication to Hogan Helms with Landmark Surveying that he will not have to attend the BZA meeting regarding zoning and that will save \$500.00 for variance fees and making the total expected to pay \$6,800.00. **Document**

Motion: Approve Landmark Surveying contract for \$7,300.00 total, **Action:** Approve, **Moved by** Michael Taylor, Vice President, **Seconded by** Tom McCracken, Secretary.
Motion passed unanimously.

PROPOSED PURCHASE OF 314 NE 3RD ST, WASHINGTON

Mike Schapker, Annex Construction Manager/Owner Representative, came before the Commissioners with proposed purchase of property on 314 NE 3rd St, Washington. Mr. Schapker presented the Commissioners with the required appraisals for this property. Appraisals are from Murray & Murray for \$50,000.00 and Hopkins Appraisal Service, LLC with \$55,000.00. Commissioners are required to use the average of the appraisals for the purchase price. This makes the purchase price \$52,500.00 and the closing cost. This is the property on the Northwest side of the Annex. Nathan Gabhart, Daviess County Commissioner, stated owning adjacent property to the Annex is advantageous. Tom McCracken, Daviess County Commissioner, stated he is opposed to purchasing this property due to not currently having the need for the property. Michael Taylor, Daviess County Commissioner, stated he is looking in the future and he could see a maintenance shed or storage for possible future purposes of this property. Mr. Gabhart stated he sees both sides of this equation and understands both viewpoints.

Motion: Purchase property 314 NE 3rd St, Washington for \$52,500.00 plus closing cost (fund Cum Cap), **Action:** Approved, **Moved by** Michael Taylor, Vice President, **Seconded by** Nathan Gabhart, President.
Motion passes 2-1 with Tom McCracken opposed

APPRAISALS FOR 314 NE 3RD ST, WASHINGTON

Nathan Gabhart, Daviess County Commissioner, made the motion to approve payment for the appraisal services regarding 314 NE 3rd St, Washington. The total cost of appraisals is \$900.00. This payment should come out of the 31600 Consulting Services fund. **Document Document**

Motion: To pay for the appraisal services Murray & Murray and Hopkins Appraisal Services, LLC, **Action:** Approve, **Moved by** Michael Taylor, Vice President, **Seconded by** Nathan Gabhart, President
Motion passed 2-1 with Tom McCracken opposed

CLOSING TRANSACTION

Nathan Gabhart, Daviess County Commissioner, stated to make a motion to allow one Commissioner to execute the closing transaction for 314 NE 3rd St, Washington.

Motion: For one Commissioner to execute closing documents for 314 NE 3rd St, Washington, **Action:** Approve, **Moved by** Michael Taylor, Vice President, **Seconded by** Nathan President Gabhart,
Motion passed 2-1 with Tom McCracken opposed

HIGHWAY

Phil Cornelius, Daviess County Highway Superintendent, stated there was no highway meeting this morning.

900 E UPDATES AND CONSULTANT AGREEMENT

Phil Cornelius, Daviess County Highway Superintendent, came before the Commissioners with amendment 3 for 900 E Phase 4 & 5 Cannelburg Road. This amount \$1,020,250.00 new not to exceed amount. The previous not to exceed total from amendment 2 was \$920,100.00 for a \$100,150.00 increase for geotechnical services. This is for drilling, soil sampling, and boring on the entire phase 4/5. This original contract stays in place the entire time and just do add on with amendments as the need for completing for the next phase. This is third amendment throughout this process and will be more as progress is made throughout the process. **Document**

Motion: Approve amendment 3 for the geotechnical services for 900 E Phase 4 & 5, **Action:** Approve, **Moved by** Tom McCracken, Secretary, **Seconded by** Michael Taylor, Vice President.
Motion passed unanimously.

Phil Cornelius, Daviess County Highway Superintendent, presented the Commissioners with the INDOT 900 E Phase 4 Right of Way Agreement in the amount of \$450,400.00 **Document**
Motion: Approve 900 E Phase 4 Right of Way Agreement with INDOT \$450,400.00, **Action:** Approve, **Moved by** Michael Taylor, Vice President, **Seconded by** Tom McCracken, Secretary.
Motion passed unanimously.

WTH AVL AGREEMENT

Phil Cornelius, Daviess County Highway Superintendent, presented the Commissioners WTH Technology. The purpose of this contract is AVL interface, installation and configuration for the Highway Department. The Highway Department purpose for this is for GPS tracking in highway department vehicles. \$1500 total after first anniversary will be \$225 per year for annual support. This is out of county fund MVH Office Equipment 1176-0533. **Document**
Motion: Approve contract with WTH Technology at \$1,500.00 for first year and \$225.00 per year for annual support, **Action:** Approve, **Moved by** Michael Taylor, Vice President, **Seconded by** Tom McCracken, Secretary.
Motion passed unanimously.

PROJECT UPDATES

Phil Cornelius, Daviess County Superintendent, came before the Commissioners with an update on Chip and Seal projects. Currently one road is left to chip and seal and it will be finished tomorrow or Wednesday. The chip and seal will be complete for this year. Tom McCracken, Daviess County Commissioner, asked about tiling for CR 500 S road. Mr. Cornelius stated that it is an upcoming project.

IMAGING OFFICE SYSTEMS-JANICE WILLIAMS

Janice Williams, Daviess County Clerk, came before the Commissioners with a contract with Imaging Office Systems. Imaging Office Systems is the hardware maintenance and software support for the microfilm scanner. There is a \$25 increase in the new contract but stated she does have this amount covered in the budget. The amount for the Imaging Office System contract is \$950. **Document**
Motion: Approve the \$950 contract with Imaging Office Systems, **Action:** Approve, **Moved by** Tom McCracken, Secretary, **Seconded by** Michael Taylor, Vice President.
Motion passed unanimously.

VOTING LOCATIONS-JANICE WILLIAMS

Janice Williams, Daviess County Clerk, came before the Commissioners with voting locations for the Daviess County voting precincts. The next election will be held on November 5, 2019. Ms. Williams stated the voting location are mostly the same with the exception of Veale Township moving from the Camp Illiana location to Bethel South Church, 3709 S CR 50 W, Washington, IN 47501. Camp Illiana had asked for the voting location to be moved due to the liability. The new location at Bethel South Church has the capacity and access to accommodate the voting public. Nathan Gabhart, Daviess County Commissioner, stated that there needs to be a sign or posting at the Camp Illiana location that the voting location has changed to help redirect voters if people go to the wrong location. **Document**
Motion: Approve all voting locations with the change from Camp Illiana to Bethel South Church, **Action:** Approve, **Moved by** Tom McCracken, Secretary, **Seconded by** Michael Taylor, Vice President.
Motion passed unanimously.

QUALITY OF PLACE AND WORKFORCE ATTRACTION PLAN-BRYANT NIEHOFF

Bryant Niehoff, Daviess County Economic Development Executive Director, came before the Commissioners with a presentation regarding Quality of Place and Workforce Attraction Plan update. ROI (Regional Opportunity Initiative) a nonprofit organization established a few years ago through a \$2,600,000.00 Lilly Endowment grant for eleven counties in southwest central Indiana in which Daviess County is a part of. They are focused around education and workforce initiatives. All of this is focused

around an occupational needs assessment that they did for the workforce and their plan for economic and community prosperity. Focusing on three key industries which is defense, life science, and manufacturing. Starting in October of 2019 a group from Daviess County went to a workshop in Paoli where they kicked off the ready community program. This program was designed to give each community a \$50,000.00 claim to explore quality of place workforce development. The newer generation of people are looking at the community first and then looking at employment that fits their skill set before settling in a community. This program focuses on drawing in people looking at community. The Daviess-Martin Trail is a good example of attracting that next generation. The Quality of Place & Workforce Attraction Plan is on the Daviess County Economic Development website or ROI's website. This started in the spring of 2019 and now Daviess County is qualified for round two of this program. Phase one is \$50,000.00 plan grant and phase two is the early implementation grant. Throughout the process there has been weekly leadership meetings. The Leadership team is, Bryant Niehoff, Daviess County Economic Development Corporation & Foundation, Cindy Barber, Purdue Extension, Daviess County, Samantha Bobbitt, Daviess County Chamber of Commerce, Jill Campbell, Davies County Economic Development Corporation, Darin Holder, Odon, Northern Daviess County, Greg Jones, Southern Indiana Development Commission (SIDC), Mary Smith, Daviess County Community Foundation, Diana Snyder, Daviess County Community Corrections. Solutions are Quality of Place Enhancements, Workforce Development and Attraction Initiatives, Amenities and Attributes Enhancements. Then broke down into short term projects, solutions to be developed and executed over the next two years, mid-term projects, solutions to be developed and executed over the next five years, long term projects, solutions to developed and executed through 2030. There is a two-step process for this plan. It is now in the Implementation phase and the first step is to submit a letter of intent, which the Daviess County Commissioners have done. Expect to hear back regarding this plan in mid to late October. If invited to submit a full application Daviess County Commissioner and the Daviess County Economic Development will partner together to implement this plan. The purpose of the Quality of Place and Workforce Attraction Plan is focusing on making Daviess County as attractive as possible.

DAVIESS-MARTIN TRAIL PROJECT

Nathan Gabhart, Daviess County Commissioner, spoke in regards to Commissioners intent to move forward with the Daviess-Martin Trail Project. The Daviess County Commissioner are applying for Regional Opportunity Initiative Ready Communities Implementation funding to assist with local match toward a Next Level Trails grant application seeking create a Trail System from the City of Loogootee to the Town of Montgomery. This project is a collaboration between Martin and Daviess Counties. The goal is to increase the health of the residents, attract new residents to locate in the region, incentivize housing development opportunity, and improve the physical connection between the two counties. Bryant Niehoff, Daviess County Economic Executive Director, stated there was good feedback in the public forums regarding the Daviess-Martin Trail Project. Mr. Niehoff, stated there was a meeting this past week evaluating where they were at in the process and questions that have come up. Currently they looking at alternatives to see what makes the most sense for each phase. Nathan Gabhart, Daviess County Commissioner, asked if this project can be executed in an efficient manner and still meet deadlines and timelines. Mr. Niehoff stated that these are some of the questions they are looking into currently. Michael Taylor, Daviess County Commissioner, stated that the project getting started will help people understand and visualize the entire process and phases. Tom McCracken, Daviess County Commissioner, asked about the property owners being cooperative in regards to right of way access to the trail. Phil Cornelius, Daviess County Highway Supervisor, stated that the right of way process has been started and talked to some of the property owners. Mr. Cornelius stated this trail will be constructed in phases similar to the way the Cannelburg road project was done (completed in sections.) Mr. Niehoff stated he has been involved in other counties projects similar to this project and there was some push back from the community there at first and now the finished project is utilized all the time. Mr. Gabhart, stated there will be more public meetings to keep transparencies and receive public input for this project and he commended the forward thinking that needs to happen for this project. **Document**

X-SOFT CONTRACT

Patty Ball, Daviess County Auditor, requested that the X-Soft contract be tabled for this meeting. **Motion:** Table, **Action:** Table, **Moved by** Michael Taylor, Vice President, **Seconded by** Tom McCracken, Secretary.

LEASE AGREEMENT

Lease agreement between Ronald L. Seal and the Board of Commissioners is due for renewal. Real estate for lease is in the City of Washington and is used for Daviess County Community Corrections operations. Lease terms are for 3 years in the amount of \$3600.00 annually. **Document**
Motion: Approve renewal of the 3 year lease with Ronald L. Seal, **Action:** Approve, **Moved by** Tom McCracken, Secretary, **Seconded by** Michael Taylor, Vice President.
Motion passed unanimously.

LOW DOCULIVERY HR PAYROLL

Patty Ball, Daviess County Auditor, spoke to the Commissioners in regards to the LOW software Doculivery/paystub system for W-2's for Human Resources Payroll. Ms. Ball explained the new LOW software system has a one-time fee for the availability of W-2's to be emailed digitally. This Doculivery/paystub service was not part of the original contract with LOW software. The cost is \$500 for the setup and a charge of \$1 per employee for the W-2 annually. With this electronic W-2 option it will allow the employee's to upload their W-2's. This will allow employees access to their W-2 information at any time. If the Commissioners move forward with the electronic W-2 it will cut costs of the forms, toner, and postage with current W-2 process.
Motion: Approve \$500.00 upfront service cost and \$1 per employee for LOW Doculivery/Paystub system regarding W-2's, **Action:** Approve, **Moved by** Tom McCracken, Secretary, **Seconded by** Michael Taylor, Vice President.
Motion passed unanimously.

APPOINTMENT AVIATION BOARD

Nathan Gabhart, Daviess County Commissioner, stated that the Daviess County Board of Airport Commissioners would like to recommend Chris Kimball to the Aviation Board. This Appointment would be filling the vacancy left by Matt Meredith's resignation. Matt Meredith recently resigned from the Daviess County Aviation Board to accept a position on the Daviess County Council. **Document**
Motion: Approve the appointment of Chris Kimball to the Daviess County Aviation Board, **Action:** Approve, **Moved by** Tom McCracken, Secretary, **Seconded by** Michael Taylor, Vice President.
Motion passed unanimously.

OPIOID CLASS ACTION NOTICE

Grant Swartzentruber, Daviess County Attorney, presented the Commissioners with a letter that had been received by mail regarding National Prescription Opiate Litigation. All U.S. Counties, Cities, and Local Governments are listed. If Commissioners want to exclude Daviess County from the class action law suit the form has to be signed and mailed/email by November 22, 2019. If this form is not sent back in the County will automatically be opted in. At this time Commissioners discussed not responding to this opioid class action notice. **Document**

PAYROLL DOCKET 9/27/2019

Motion: Approve Payroll Docket 9/27/2019, **Action:** Approve, **Moved by** Michael Taylor, Vice President, **Seconded by** Tom McCracken, Secretary.
Motion passed unanimously.

CLAIMS DOCKET 9/27/2019 & 10/1/2019

Motion: Approve Claims Docket for 9/27/2019 & 10/1/2019, **Action:** Approve, **Moved by** Michael Taylor, Vice President, **Seconded by** Tom McCracken, Secretary.
Motion passed unanimously.

INFORMATION

**DAVISS COUNTY BOARD OF AVIATION COMMISSIONERS
DAVISS-MARTIN JOINT COUNTY PARKS AND RECREATION BOARD
UMR MONTHLY REPORT
US ARMY CORPS OF ENGINEERINGS**

ADJOURN

Motion: Adjourn Meeting, **Action:** Approve, **Moved by** Michael Taylor, Vice President, **Seconded by** Tom McCracken, Secretary.
Motion passed unanimously.

Absent

Nathan Gabhart, President

Tom McCracken

Tom McCracken, Secretary

C. Michael Taylor

C. Michael Taylor, Vice President

ATTEST:

Patricia K. Ball

Patricia K. Ball, Auditor of Daviess County