TIPPECANOE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
August 15, 2011

The Tippecanoe County Commissioners met on Monday, August 15, 2011 at 10:00 a. m. in the Tippecanoe Room in the County Office Building. Commissioners present were: Vice President Thomas P. Murtaugh, and Commissioner John L. Knochel. Also present were: Attorney Doug Masson, Auditor Jennifer Weston, Commissioner's Assistant Frank Cederquist, and Secretary Kay Muse. Absent was: President David S. Byers.

Vice President Murtaugh called the meeting to order and led the Pledge of Allegiance.

APPROVAL OF MINUTES

- Commissioner Knochel moved to approve the minutes of the July 22, 2011 poor relief hearing and the August 1, 2011 regular meeting, second by Commissioner Murtaugh; motion carried.

PRESENTATION OF ACCOUNTS PAYABLE VOUCHERS

- Commissioner Knochel moved to approve the accounts payable vouchers for August 3, 4, 5, 11, 12, and 15, 2011with no exceptions, second by Commissioner Murtaugh; motion carried.

ACCEPTANCE OF QUOTES FOR CARY HOME SMALL PROJECTS

Attorney Masson read the following quotes:

	CARPENTRY	CONCRETE	CANOPY
Clayton Construction	$6,500	n/a	n/a
Tri-Tech	$11,890	$4,320 w/alternate of $2,680	$6,000 w/alternate of $800
Huston Electric, Inc.	n/a	n/a	$3,975
Winco Construction Co.	n/a	$7,297	n/a

Attorney Masson recommended taking the quotes under advisement for review of specifications.

Commissioner Murtaugh elaborated that these three projects are for the rebuilding of the receiving dock, the reconstruction of the front sidewalk, and a canopy over the door of the south side of the building that leads down the stairs to the after-care program. Commissioner Murtaugh thanked everyone who participated in the bidding process.

- Commissioner Knochel moved to take the quotes under advisement for review of specifications, second by Commissioner Murtaugh; motion carried.

TRI-TECH CONSTRUCTION SERVICES, INC. – JAIL CONTRACT APPROVAL

Commissioner Murtaugh said this contract is for the rooftop units at the jail. It is in the amount of $34,720 and is subject to additions and deletions as provided in the contract documents.

- Commissioner Knochel moved to approve the contract with Tri-Tech Construction Services, Inc. as presented, second by Commissioner Murtaugh; motion carried.

HIGHWAY – Opal Kuhl

Bridge No. 141 – Contract for Public Works from Wirtz & Yates, Inc.

Director Kuhl presented a contract for public works from Wirtz & Yates, Inc. for approval. It is for repair to the concrete around the guard rail that is pulling away. It is in the amount of $23,900.

- Commissioner Knochel moved to approve the contract with Wirtz & Yates as presented, second by Commissioner Murtaugh; motion carried.

Bridge No. 150 – Contract for Public Works from F.E. Gates Company

Director Kuhl presented a contract for public works from F.E. Gates Company. It is for repair work on the bridge beams of Bridge 150. It is in the amount of $49,650.

- Commissioner Knochel moved to approve the contract with F.E. Gates Company as presented, second by Commissioner Murtaugh; motion carried.

Tyler Road – Change Order No. 5 from Rieth-Riley Construction Co., Inc.

Director Kuhl presented Change Order No. 5 from Rieth-Riley Construction Co., Inc. for approval. It is a federal aid project and uses Highway Safety Improvement Project (HSIP) funds. It is for a change in the type of asphalt being used for the Tyler Road Project. It is a decrease of $1,049.86.

- Commissioner Knochel moved to approve Change Order No. 5 from Rieth-Riley as presented, second by Commissioner Murtaugh; motion carried.

Bridge No. U-209 – Change Order No. 11 from Milestone Contractors

Director Kuhl presented Change Order No.11 from Milestone Contractors. It is for additional erosion control blankets to cover an area at risk for erosion. It is in the amount of $ $1,470.

- Commissioner Knochel moved to approve the change order from Milestone Contractors as presented, second by Commissioner Murtaugh; motion carried.

Bridge No. U-209 – Change Order No. 12 from Milestone Contractors

Director Kuhl presented Change Order No.12 from Milestone Contractors. Planned riprap ditches were extended at corners of the new bridge to direct drainage away from the railroad tracks. It is in the amount of $982.35. The original contract amount was $2,072,000; this change order will bring the contract total to $2,135,897.40. The overall increase is 3%.

- Commissioner Knochel moved to approve the change order from Milestone Contractors as presented, second by Commissioner Murtaugh; motion carried.

North 9th Street & Burnett's Road – Warranty Deed and Temporary Easement Grant for Parcel 8

Director Kuhl presented a warranty deed and temporary easement for Parcel No. 8 for approval. It is for the North 9th Street and Burnett's Road project. The warranty deed is in the name of Nicholas C. Smith and Mandy D. Smith in the amount of $2,185. The temporary easement is in the name of Nicholas C. Smith and Mandy D. Smith in the amount of $80.

- Commissioner Knochel moved to approve the warranty deed and temporary easement as presented, second by Commissioner Murtaugh; motion carried.

Indiana Fiber Network, LLC – 3 year $5,000 Utility Maintenance Bond

Director Kuhl presented a 3 year Utility Maintenance Bond in the amount of $5,000 for approval. It is for work in the right-of-way.

- Commissioner Knochel moved to approve the maintenance bond as presented, second by Commissioner Murtaugh; motion carried.

AGREEMENT FOR THE PROVISION OF INMATE MENTAL HEALTH SERVICES

Commissioner Murtaugh said this is a continuation of the mental health services agreement with Advanced Correctional Healthcare Inc., and is in the amount of $29,264.24. It provides 16.5 hours per week of mental health services to the inmates at the County Jail.

- Commissioner Knochel moved to approve the contract with Advanced Correctional Healthcare Inc. as presented, second by Commissioner Murtaugh; motion carried.

***MITS** – Dave Sturgeon*
Acceptance of Quotes from Courtview

Director Dave Sturgeon presented the following quotes for approval.

eAccess Migration from PA1	$6,500
Install & Configure Uniface 9 and License manager for Courtview	$2,450
Migrate Courtview Databases to MS SQL 2008 with replications	$4,300

Director Sturgeon stated that the quotes have been reviewed by the County Attorney. These changes will update Courtview to the latest version and assure that the County is compliant with licensing. The cost for this project will be paid from the MITS budget.

- Commissioner Knochel moved to approve the quotes as presented, second by Commissioner Murtaugh; motion carried.

Ordinance 2011-19-CM; second reading – Management Information Technology Services Advisory Board

Director Sturgeon said this ordinance combines the two committees, GIS and MITS, to one. Commissioner Knochel said that it would be more efficient to combine the two committees.

- Commissioner Knochel moved to approve Ordinance 2011-19-CM on second reading, second by Commissioner Murtaugh;

Auditor Weston recorded the vote:

Byers	Absent
Knochel	Yes
Murtaugh	Yes

Ordinance 2011-19-CM passes 2-0 on second and final reading.

***GRANTS** – Laurie Wilson*

Grant Administrator Laurie Wilson requested permission to accept a grant for Court Services from the Drug Free Coalition for PRIme workbooks in the amount of $9,000.

- Commissioner Knochel moved to accept the grant as presented, second by Commissioner Murtaugh; motion carried.

Grant Administrator Laurie Wilson requested permission to apply for a grant for Court Services from the Indiana Criminal Justice Institute for office equipment. It is in the amount of $2,500. Ms. Wilson stated that she had not yet received the final application or amount.

- Commissioner Knochel moved to grant permission to apply for the grant as presented and contingent upon Grant Administrator Laurie Wilson receiving the final application and amounts, second by Commissioner Murtaugh; motion carried.

Grant Administrator Laurie Wilson presented a Professional Services Agreement for mediation services with Cindy Garwood for approval. It is funded through a Family Court Grant and a Court Improvement Grant.

- Commissioner Knochel moved to approve the Professional Services Agreement as presented, second by Commissioner Murtaugh; motion carried.

APPOINTMENTS – COMMON WAGE BOARD

- Commissioner Knochel moved to appoint Frank Cederquist to the Common Wage Board for projects to the County Library, second by Commissioner Murtaugh; motion carried.

REPORTS ON FILE

None

UNFINISHED/ NEW BUSINESS

Possession of Deadly Weapon in the County Building

County Attorney Doug Masson said a revision to the personnel policy manual is needed to address an amendment to the ordinance that prohibits deadly weapons in the County Building. The ordinance must be amended in order to comply with new State Law restricting the County's ability to pass such an ordinance. Two options are available to assure that the County employee handbook reflects the amended ordinance. Section 6.7 of the employee handbook can be repealed or the amended version of Section 6.7 can be approved.

- Commissioner Knochel moved to table the request to allow time for consideration, second by Commissioner Murtaugh; motion carried.

Sexual Harassment Policy

County Attorney Doug Masson said the County Employee Sexual Harassment Policy, Section 1.7, language states that false reports are serious and can result in sanctions. After reviewing the policy it is possible that having that type of language in the Sexual Harassment Policy could deter employees from reporting a complaint. Other changes include several different options for reporting a complaint allowing for flexibility.

- Commissioner Knochel moved to amend the Sexual Harassment Policy in the employee handbook to the updated version, second by Commissioner Murtaugh; motion carried.

HR Director Shirley Mennen said there are other sections of the Employee Handbook that are being revised and will be brought for approval when completed. The entire manual should be completed by the end of the year.

HR Director Shirley Mennen introduced Melissa Williams who accepted the HR Assistant position in the HR Department.

Translator Contract

Auditor Jennifer Weston presented a translator agreement from Superior Court 6 with Nahieli Cook for approval. The terms are the consistent with other translator agreements.

- Commissioner Knochel moved to approve the translator agreement as presented, second by Commissioner Murtaugh; motion carried.

PUBLIC COMMENT

None

BOARD OF COMMISSIONERS OF
THE COUNTY OF TIPPECANOE

David S. Byers, President

Thomas P. Murtaugh, Vice President

John L. Knochel

John L. Knochel, Member

ATTEST:

Jennifer Weston

Jennifer Weston, Auditor 9-6-2011