TIPPECANOE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
September 19, 2011

The Tippecanoe County Commissioners met on Monday, September 19, 2011 at 10:00 a. m. in the Tippecanoe Room in the County Office Building. Commissioners present were: President David Byers, 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 Chasity Usher.

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

APPROVAL OF MINUTES

There were no minutes to approve.

- Commissioner Murtaugh moved to amend Ordinance 2011-19-CM Rezone Z-2461 Bethel Christian Church (R1 to GB) to read Ordinance 2011-21-CM Rezone Z-2461 Bethel Christian Church (R1 to GB), second by Commissioner Knochel; motion carried.

PRESENTATION OF ACCOUNTS PAYABLE VOUCHERS

- Commissioner Murtaugh moved to approve the accounts payable vouchers for September 8, 15,16,18, and 19, 2011 with the exception of $112 for a microwave purchased on a Card Members Services credit card account, second by Commissioner Knochel; motion carried.

HIGHWAY – *Opal Kuhl*
Change Order #7 from Rieth-Riley Construction Co., Inc. for the Tyler Road Project

Director Opal Kuhl presented Change Order #7 from Rieth-Riley Construction Co., Inc. for the Tyler Road project. She stated the completion date would need to be moved to November 28, because Hog Point Bridge needed to be open before Tyler Road could be closed.

- Commissioner Murtaugh moved to approve Change Order #7 from Rieth-Riley for Tyler Road completion date, second by Commissioner Knochel; motion carried.

Change Order #1 from Milestone Contractors, L.P. for the McCarty Lane Project

Director Opal Kuhl presented Change Order #1 from Milestone Contractors, L.P. for the McCarty Lane project. She stated the gravel aggregate size was initially incorrect at 19mm and was corrected to 25mm at no extra cost to the project.

- Commissioner Murtaugh moved to approve Change Order #1 from Milestone Contractors for McCarty Lane for the correction of aggregate size, second by Commissioner Knochel; motion carried.

Change Order #2 from Milestone Contractors, L.P. for the McCarty Lane Project

Director Opal Kuhl presented Change Order #2 from Milestone Contractors, L.P. for the McCarty Lane project. She stated an additional ten days are needed to complete this project due to the need for repairs on the pipe-liner under State Road 26. She explained the original pipe-liner was in poor condition. She stated the cost of the repairs was $28,815.75, bringing the total project cost to $6,304,228.00.

- Commissioner Murtaugh moved to approve Change Order #2 from Milestone Contractors for McCarty Lane on the repairs of the pipe-liner on State Road 26 for the amount of $28,815.75, second by Commissioner Knochel; motion carried.

Petition to Vacate

Director Opal Kuhl stated Ron Buchanan filed a petition to vacate a portion of an unimproved street platted as Sycamore Street in the town of Granville.

- Commissioner Murtaugh moved to set a hearing for October 17, 2011 at 10:00 A.M. at the Tippecanoe Office Building for the petition to be heard, second by Commissioner Knochel; motion carried.

Grant of Right-of-Way for Parcel 1 - CR E 800 North

Director Opal Kuhl stated Kenneth and Carla Haselby are transferring the Right-of-Way to the County. The land is owned by Mr. and Mrs. Haselby but used as a public roadway, and public drainage and erosion control. There is no exchange of money for this parcel; it was a donation.

- Commissioner Murtaugh moved to approve the Grant of Right-of-Way for Parcel 1 for the CR 800 North project, second by Commissioner Knochel; motion carried.

Grant of Right-of-Way for Parcel 2 - CR E 800 North

Director Opal Kuhl stated this property is owned Jonathon and Jana Peterson and they are transferring the Right-of-Way to the County. There is no exchange of money for this parcel; it was a donation.

- Commissioner Murtaugh moved to approve the Grant of Right-of-Way for Parcel 2 for the CR 800 North project, second by Commissioner Knochel; motion carried.

Change Order #8 from Reith-Riley Construction Co., Inc. for the Tyler Road Project

Director Opal Kuhl stated there is an unused box culvert extension due to incorrect size. She explained that there is an agreement to pay half of the invoiced price for the unused extension in the amount of $2,812.50, which will be run through the Highway Safety Improvement Program (HSIP) Fund. She stated that the other half of the unused box culvert would be paid by the contractors.

- Commissioner Murtaugh moved to approve Change Order #8 from Rieth-Riley for Tyler Road in the amount of $2,812.50 for the unused culvert extension, second by Commissioner Knochel; motion carried.

Change Order #3 from Milestone Contractors, L.P. for McCarty Lane

Director Opal Kuhl presented Change Order #3 from Milestone Contractors, L.P. for the McCarty Lane project in the amount of $140,192.52, bringing the total contracted amount to $6,415,604.77. She stated Milestone Contractors has had to do subgrade treatments due to poor soil which corrected the soft spots and low areas of the soil under the McCarty Lane road.

- Commissioner Murtaugh moved to approve Change Order #3 from Milestone Contractors, L.P. for the amount of $140,192.52, second by Commissioner Knochel; motion carried.

PREMIERE CREDIT CONTRACTS

Community Corrections Director Dave Heath presented a Premiere Credit contract and addendum to include Juvenile Alternatives. He stated Premiere Credit will be helping with their outstanding balances on accounts that are 60 to 90 days or more past due. He also stated that 100% of the collected amount would be paid back to the department as the agency's fees are charged to the owners of each account with an outstanding balance.

- Commissioner Murtaugh moved to approve the contract and addendum with Premiere Credit for Community Corrects and Juvenile Alternatives, second by Commissioner Knochel; motion carried.

Executive Secretary Lesley Curry of Probation presented a Premiere Credit contract on behalf of Director Kipp Scott. She stated Premiere Credit will be helping with their outstanding balances on accounts that are 60 to 90 days or more past due. She also stated that 100% of the collected would be paid back to the department as the agency's fees charged to the owners of each account with an outstanding balance.

- Commissioner Murtaugh moved to approve the contract with Premiere Credit for Probation, second by Commissioner Knochel; motion carried.

GRANTS – *Laurie Wilson*
Permission to Accept

Grant Administrator Laurie Wilson requested permission to accept a grant for $70,000 for Tippecanoe Emergency Management Agency (TEMA) from the Indiana State Department of Homeland Security (INDHS) for the Automated Critical Asset Management System (ACAMS) project to conduct vulnerability assessments of critical infrastructure and develop remediation and security plans.

- Commissioner Murtaugh moved to grant permission to accept for TEMA $70,000 from the Indiana State Department of Homeland Security, second by Commissioner Knochel; motion carried.

Grant Administrator Laurie Wilson requested permission to accept a grant for $36,798 for TEMA from the INDHS, for a Radio Amateur Civil Emergency Services (RACES) grant, which will fund the upgrade of tower equipment.

- Commissioner Murtaugh moved to grant permission to accept for TEMA $36,798 from the INDHS, second by Commissioner Knochel; motion carried.

Grant Administrator Laurie Wilson requested permission to accept a grant for $15,000 for Superior Court 3 from Indiana Supreme Court, for the Court Improvement Project.

- Commissioner Murtaugh moved to grant permission to accept $15,000 for Superior Court 3 from the Indiana Supreme Court, second by Commissioner Knochel; motion carried.

Grant Administrator Laurie Wilson requested permission to accept a grant for $12,000 for the Prosecutor from Drug Free Coalition for the drug task force. This grant will be used for equipment.

- Commissioner Murtaugh moved to grant permission to accept for Prosecutor $12,000 from the Drug Free Coalition, second by Commissioner Knochel; motion carried.

Grant Administrator Laurie Wilson requested permission to accept a grant for $10,000 for the Prosecutor from the Indiana State Police for Internet Crimes Against Children project.

- Commissioner Murtaugh moved to grant permission to accept $10,000 for Superior Court 3 from the Indiana State Police, second by Commissioner Knochel; motion carried.

Professional Services Agreements

Grant Administrator Laurie Wilson presented a Professional Services Agreement for Pat Foerg. Ms. Foerg provides medication services in teaching classes.

- Commissioner Murtaugh moved to approve the Professional Services Agreement for Pat Foerg, second by Commissioner Knochel; motion carried.

Grant Administrator Laurie Wilson presented a Professional Services Agreement for Lori Stein-Sabol. Ms. Stein-Sabol provides medication services in teaching classes.

- Commissioner Murtaugh moved to approve the Professional Services Agreement for Lori Stein-Sabol, second by Commissioner Knochel; motion carried.

Commissioner Knochel recognized Laurie Wilson for her assignment with Homeland Security to respond to the garden fire in Oregon. She explained she was with a task two team from California and that she got to experience firsthand how an actual incident in an emergency was run. The garden fire was threatening the main power lines from the Columbia River to Los Angeles. The fire was in a lava field which had not experienced a fire since 1986.

The Commissioners thanked Ms. Wilson for the report on her experience.

RECORDER *– Shannon Withers*
Fidlar Technologies for eRecorder County Router Software Agreement

Deputy Recorder Shannon Withers presented a software agreement with Fidlar Technologies for the eRecorder County Router Software. The software connects departments within the county for electronic recordation of land records documents (the "County Router"). The software installation and integration fee will be $15,000, which covers all designated users within the Recorder, Assessor, and Auditor offices. The annual maintenance fee is $3,300. She stated the Recorder's office has been eRecording since October 2010 and has recorded over 800 documents, all of which were electronically transmitted. She stated this would speed up the process and get more documents recorded faster. She explained this software would cut out the waiting on the mail and the elimination of lost documents. Auditor Jennifer Weston asked if this agreement covers the cost of training the staff and Ms. Withers stated it does.

- Commissioner Murtaugh moved to approve the software agreement with Fidlar Technologies eRecorder County Router, second by Commissioner Knochel; motion carried.

Ingeo Systems

Deputy Recorder Shannon Withers presented a Memorandum of Understanding between the County and Ingeo Systems. Ms. Withers stated Ingeo Systems would be the second vendor and would add more thorough recording for the eRecording. She went on to explain that this is an understanding between the County and Ingeo that once the documents are recorded, then the County would receive the charged fees the next day and there would not be any delay in getting the funds. She stated because there are no delays in getting the funds, the Recorder can always balance the books at the end of the month and year. Commissioner Murtaugh asked Deputy Recorder Withers if the fees are paid for by the submitter to Ingeo then the County would not be charged a fee for the services and Ms. Withers stated that was correct.

- Commissioner Murtaugh moved to approve the Memorandum of Understanding with Ingeo Systems, second by Commissioner Knochel; motion carried.

BOARD OF ELECTION AND REGISTRATION – *Christa Coffey, Heather Maddox, Jared Bond*

Clerk Christa Coffey presented a contract for VoteSafe software and services with Votec Corporation. She stated VoteSafe will make it easier to monitor each polling location and its voter activity. It will show when polling places begin operation, track the volume of voter check-ins, and stay in touch with poll workers via instant messaging. Ms. Coffey continues to state:

- There is minimal training for poll workers
- VoteSafe software works with any voter registration system
- VoteSafe is a fault tolerant, secure, and redundant database
- Entire election database is at the poll worker's fingertips
- Reduces lines at polls, enhancing the voting experience

She stated she did get an agreement for the lease payment this year to go toward the purchase next year if the County chooses to purchase of the software. The lease payment is in the amount of $15,000. The equipment is the most expensive part of the purchase and she estimated it to be around $100,000. She explained the software itself is less than half of the equipment price. Ms. Coffey stated she has worked with the Council and has funding for the VoteSafe software. Co-Director of the Board of Elections Heather Maddox stated this will cut down on a lot of other expenses such as postage. Even though it looks like a lot of money, it really is not due to the savings on other items.

- Commissioner Murtaugh moved to approve the contract with Votec for software and services, second by Commissioner Knochel; motion carried.

Clerk Christa Coffey presented a contract with Governmental Business Systems (GBS) for $1,500. She stated GBS provides the ballot style to the poll book.

- Commissioner Murtaugh moved to approve the contract with Governmental Business Systems for $1,500, second by Commissioner Knochel; motion carried.

Co-Directors of the Board of Elections Heather Maddox and Jared Bond presented the list of satellite absentee voting sites for the November 2011 general election. Ms. Maddox stated there have been three additional towns added to the list. (See Appendix A for complete list of voting locations.)

- Commissioner Murtaugh moved to approve the satellite absentee sites, second by Commissioner Knochel; motion carried.

Co-Directors Maddox and Bond presented the list of Election Day vote center sites for the 2011 general election. Ms. Maddox explained if a town was holding an election there would be vote center, so Dayton, Clarks Hill, and Battle Ground have been added. (See Appendix B for complete list of voting locations.)

- Commissioner Murtaugh moved to approve the election day vote center sites, second by Commissioner Knochel; motion carried.

HUMAN RESOURCES – *Shirley Mennen*

Human Resources Coordinator Shirley Mennen presented an addendum to the Data Management contract for the Wellness Center from the WeCare contract. She stated to make the contract cleaner and to remove the fee assessed monthly to Tippecanoe County Government, that an addendum was needed to pull the data management from the WeCare contract and sign a contract with Paradigm Consulting, Inc. The County would pay Paradigm directly. She stated with the protection of health information, there was the

need for a Business Associate Agreement and the Tippecanoe County Additional Terms and Agreement which had already been reviewed by the County Attorney.

- Commissioner Murtaugh moved to approve the addendum to the WeCare contract and approve the contract with Paradigm Consulting, Inc., second by Commissioner Knochel; motion carried.

RESOLUTION 2011-29-CM - *Determining to Sell Real Property*

Attorney Dan Teder with Reiling Teder & Schrier LLC presented an offer from Tippecanoe Development, LLC for the purchase of 1.21 acres of a larger tract owned by the County. He stated the best use of the tract is to sell it to an abutting landowner. The Resolution states that on September 30, 2011 the Commissioners would publish a notice of its intent to sell said real estate and to accept written bids for the purchase thereof for a period of ten days.

- Commissioner Murtaugh moved to approve Resolution 2011-29-CM, second by Commissioner Knochel; motion carried.

APPROVAL OF CONTRACT WITH TRI-TECH CONSTRUCTION – *Cary Home Miscellaneous Small Projects*

Commissioner Murtaugh presented a contract for approval for small projects at Cary Home from Tri-Tech Construction. He stated this was for adding a canopy and sidewalls over the rear stairwell door, replacing damaged sidewalks to the front, reconfiguring the receiving stoop, and providing a dock at the kitchen door.

- Commissioner Murtaugh moved to approve the contract with Tri-Tech Construction for Cary Home Small Projects, second by Commissioner Knochel; motion carried.

APPLICATIONS TO TIPPECANOE VILLA

Commissioner Byers stated the Tippecanoe Villa has received several applications for admission. He stated the Villa is at full capacity due to another facility closing its doors.

- Commissioner Murtaugh moved to approve the applications for Daniel Demkovich, Anna Marie Ashley, Margaret Angelos, Carol Ann Baker, Thomas A. Muller, Mary B. Bragg, Mitchell Moody, Mark Wayne Rothenberger, Janet R. Gilliam, Billy Joe Clark, Robin Marie Pauley, Diane Kochenderfer, Boyce Clyde Rich, and Kevin Wright, second by Commissioner Knochel; motion carried.

REPORTS ON FILE – None

UNFINISHED/NEW BUSINESS – None

PUBLIC COMMENT – None

Commissioner Knochel moved to adjourn.

BOARD OF COMMISSIONERS OF THE COUNTY OF TIPPECANOE

David S. Byers, President

Thomas P. Murtaugh, Vice President

John L. Knochel, Member

ATTEST:

Jennifer Weston, Auditor 9/19/11