

**MINUTES OF A REGULAR SESSION OF THE
BOARD OF COMMISSIONERS HELD MAY 6, 2013**

Comes now the hour of 9:01 A.M. on the 6th day of May, 2013, in the Commissioners Court in the Noble County Courthouse, Albion, Indiana, being the time, date and place set for a regular session of the Board of Commissioners of Noble County, Indiana.

Present were:

Gary Leatherman, President
David J. (Dave) Dolezal, Vice President
Chad Kline, Member

Also present were:

Marion S. Cavanaugh, Deputy Auditor
Dennis Graft, County Attorney
and Bob Braley & Scott Perry, News Media

CLAIMS APPROVED

After reviewing the claims Dave moved to approve them with the exception of the Watchguard Video claim in the amount of \$19,128.00, which will be held for explanation. Chad seconded the motion and it carried, 3-0.

EMC INSURANCE – MOWER BLADE

The Commissioners received a letter from EMC Insurance indicating that they had received a claim from a Highway Department mower blade flying off and hitting a house, (H.I.).

CLERK'S REPORT - APRIL 2013

The Commissioners received the above referenced report, (H.I.).

NOBLE REMC – VOTING AFFIDAVIT

The Commissioners received an Annual Meeting Voting Affidavit for the June 1, 2013 Noble REMC annual meeting, (H.I.). Chad moved to appoint Gary as their representative to attend the meeting. Dave seconded the motion and it carried, 3-0.

IDEM – ESSEX GROUP, INC. PERMIT RENEWAL

The Commissioners received notice from IDEM that Essex Group, Inc. in Kendallville was issued a Part 70 Operating Permit Renewal, (H.I.).

TOWN OF ALBION – INVOICE FOR LEACHATE DISPOSAL

The Commissioners received an invoice from the Town of Albion in the amount of \$390.00 for the disposal of 13 loads of leachate from the landfill, (H.I.).

JOSEPH C. COSTELLO – PTABOA QUESTIONS

The Commissioners and the Council received a letter from Joseph C. Costello regarding some questions about the PTABOA Board he would like to have answered, (H.I.). The Commissioners will ask Joy LeCount, former Commissioner and now a Councilwoman to reply to Joseph because she was a Commissioner during the time the questions arose and the letter is addressed to the Council too.

MINUTES APPROVED

After reviewing the minutes of the *April 22, 2013* meeting Dave moved to approve them as presented. Chad seconded the motion and it carried, 3-0.

KARR TUCKPOINTING – QUOTE FOR PAINTING & BIRD NETTING

The Commissioners received a quote from Karr Tuckpointing in the amount of \$4,872.00 for painting: the fascia trim under the metal roof; numbers and arms on the clock on all four sides; 20 windows on the peek; and the four round windows on the peeks, and a quote to install bird netting on the bell tower windows on all four sides of the courthouse in the amount of \$2,612.00, (H.I.). Chad moved to approve both quotes. Dave seconded the motion and it carried, 3-0.

WELLS FARGO INSURANCE – HEALTH CARE REFORM

Shelly Hanson, the county's health insurance agent from Wells Fargo Insurance came before the Commissioners to talk to them about the Health Care Reform, (H.I.). She said right now all three of Noble County's plans are "Grandfathered" plans and she recommended that we stay grandfathered as long as we possibly can until we find out what health care reform is going to do. Shelly said in January of 2014 the annual and life time limits on coverage have to go away, so there would never be a maximum the plan would pay. She said if we make any plan changes we have to notify the employees prior to making those changes. Shelly said the FSA (Flexible Spending Account) contribution cannot be more than \$2,500.00 in a plan year. She said the notice of exchanges would probably be distributed in late summer. Dave asked if the employees will have to make a choice at that time. Shelly said there is absolutely no reason they would want to make any changes. She said no one here is paying more than 9.5% of their income on health care. Shelly said on July 31, 2013 the county will be required to submit form 720, because they will be required to pay the PCORI fee (Patient Centered Outcome Research Institute) which is one dollar per insured and it is a research fee and would cost about \$400.00. She said next year that would increase to \$2.00 and after that it will be indexed. Shelly said the really important one is the reinsurance fee. She said that has to be reported by November 15, 2014 and it would be paid for the first nine months and it is \$63.00 per insured per year, or \$5.25 per month per insured. Dave asked what that would translate to for the county. Shelly said it is an estimated \$25,000.00. She said it would fluctuate based on the number of people that are on the insurance. Dave asked if this replaces or eliminates any prior money we were paying or if it is all additional. Shelly said it is all additional. Chad asked where that money is supposed to go. Shelly said it would be to fund the exchanges. Chad said in other words it is to cover the people that don't have insurance. Shelly said that was right. She said the research fee should end in 2018, and the re-insurance fee should end in 2016. Gary asked with all of the unknowns with affordable care if Shelly expected any significant increases to hit Noble

County. Shelly said she doesn't anticipate anything this year at renewal and maybe not the following year, but there are so many unknowns that it is hard to say. Shelly said beginning in 2014 there will no longer be any pre-existing conditions. She said she didn't see that as big issue because we have HIPPA. Shelly said when we hire somebody if they provide a certificate of creditable coverage we can't "pre-exist" them anyway. She said she didn't really see that as an additional expense. Shelly said right now we cover children until age 26, but if they are employed and have other insurance they have to take that insurance. She said beginning in 2014 that will no longer apply, and if a parent's insurance is better they will be allowed to be on their parents insurance (up to age 26). Chad asked if that applied for spouses too. Shelly said it doesn't. Chad said that doesn't make sense that a child can be on the insurance but not a spouse. Shelly said with health care reform, spouses aren't even addressed. She said waiting periods would not be able to exceed 90 days, but that doesn't apply to the county because theirs doesn't exceed 90 days. Shelly said the plan is affordable and meets minimum value, so we don't have to worry if someone does go to an exchange because the county wouldn't be penalized. Dave asked how the overall claims are doing. Shelly said she didn't have any way of knowing. She said we are at 66.65% for the loss ratio for the first five months. Shelly said January and February were terrible months. She said there are two high claims that are not over the specific yet and she assumed both of the claims hit the same months. She said at the end of March the loss ratio was 39.23 % so it dropped right back down. Shelly said she doesn't get excited until we are 80% or above. Shelly said 80% is what the underwriter expects the claims to be. She said once it exceeds that she gets a little nervous.

HIGHWAY BUSINESS – MARK GOODRICH **UNDERBODY BLADES**

Mark presented a quote from Onyett Fabricators for 27 Dual Carbide underbody blades in the amount of \$20,412.00, and a quote from W.A. Jones for 27 Carbide blades in the amount of \$9,408.00, (H.I.). He said the quote from W.A. Jones is for a single carbide. Mark said they have been using double carbides for quite some time because they last much longer and it is well worth the extra expense on them. Dave asked if we hadn't just purchased underbody blades. Mark said we got some in February. He said the blades typically last a year to a year and a half, depending on the weather. Mark said it takes three blades under each truck. There was discussion about the differences in the single carbide and the dual carbide blades. Mark said the prices for the blades are less than what we spent on them the last time. Chad asked Mark if he had money in his funds for the blades. Mark said he does have. He said the blades should last us for a year to a year and a half. When asked, Mark said they currently have two sets

Chad moved to approve the quote from Onyett Fabricators in the amount of \$20,412.00 for 9 sets of blades. Dave seconded the motion and it carried, 3-0.

NEW TRUCK BIDS/QUOTES

Mark said he would like to set a date to receive and open truck bids. He said he had been told he could take quotes for a truck and for a bed separately and not have to go through the bid process, and we could run it through a lot quicker. Dennis asked how much they would be looking at. Mark said probably the mid 80's on the truck and somewhere in the vicinity of \$60,000.00 - \$70,000.00 on the hydraulics and the bed. Dennis said they could clearly divide them up, but he would have to look at the ordinance the Commissioners passed for the purchase amounts. It was decided to hold off on bids or quotes until next week.

TRUCK LIFTS

Mark reported that May 8th would be the completion date on the truck lifts, they will be delivered on Friday May 10th, and on Monday the 13th they will begin the installation of them.

GRAVEL ROAD CALCIUM APPLICATION

Mark reported that they will start spraying calcium on the gravel roads tomorrow.

HEALTH DEPARTMENT – EXPENSES OVER \$500.00 - 2 DESKS - CONFERENCE - SUPPLIES FOR DRIVE-THROUGH POD

Cheryl Munson, Health Department nurse came before the Commissioners to ask to purchase two desks from grant funds. She said one would be for Linda's Office and one for the new clinic upstairs. Cheryl said Linda's would cost about \$1600.00 and would come from one of the Local Health Maintenance Carryover Funds. She said the other one would be a desk/high counter top to put in the clinic that would divide off the clinic to keep people out of their space. Cheryl said the quote for that is \$2967.47 and it would come out of the same funds. She said once they get approval from the Commissioners they would have to submit quotes to the state for their approval. Dave asked if that fund allows furniture purchases. Cheryl said it does if it is moving into different or bigger office space, which they are. She said the desk downstairs is a built-in, so they don't have a desk to move upstairs.

Cheryl said she would like to purchase some supplies from the Bioterrorism Grant that would basically all be supplies for the drive-through pod that they are going to try this year. Cheryl said she would like permission for three of them to attend a conference in June at Indianapolis. She said the conference is free but they had budgeted \$1,000.00 for mileage, meals, rooms, etc. from the grant, but they won't spend all of it. She said they would share rooms and cut costs where they could.

Cheryl said they would like to purchase a four-sided canopy to protect our volunteers from the sun and the weather for the drive-through pod and it would be about \$600.00; voice recorders with dragon software which had been recommended by Allen County and by Corey who is doing our bioterrorism stuff that would be \$1400.00; a portable weather radio that would be \$60.00; and some thermometers to keep in the pods in the amount of \$220.00.

Chad asked what the pod would be for. Cheryl said they are going to do a practice drive-through to see how many people they can get through the drive-through pod and how many pills they can dispense. She said they are trying different things to come up with different ways of getting people in and out the fastest way, because if we have a true emergency we would have 48 hours to get pills into 48,000 people.

Dave asked where they will store the canopy after they are done with it. Cheryl said possibly in the trailer. Chad asked what the need is for a voice recorder. Cheryl said it would be so they could talk into it instead of making notes, because they don't have time to make notes. Dave asked if it could be used afterwards. Cheryl said it could be.

Chad moved to approve two grant purchases, one for the pod and one for the furniture. Dave seconded the motion and it carried, 3-0.

Cheryl reported that the sinks are installed for the upstairs clinic. She said the wall is done and it looks nice. Cheryl said the refrigerators and the freezer need to be hooked up to the generator. Cheryl said they will be moving the cabinets from Weber Road (annex). She asked if that will leave space that will be available for storage. Gary said once the cabinets are moved the

Commissioners will look at Weber Road to see that we are properly utilizing the storage, and things are where they should be instead of being spread out all over.

Cheryl said the alarm systems on the refrigerator and freezer will have to be re-done when they move. She said she will have Hossinger's come out and do that.

RECESSED & RECONVENED

The Commissioners recessed their meeting at approximately 10:23 A.M. and reconvened at approximately 10:43 A.M.

HANDBOOK DISCUSSION

SICK TIME PAY – This discussion was continued from last week. There was much discussion about if and how sick days would be paid upon a person's retirement or departure from employment with Noble County. There was also discussion about the number of sick days that could be accrued; donation of sick days; employee's use of 40% of their sick day to add to the 60% received on short-term insurance; and the possibility of the county/department head to investigate and possibly deny sick days which would result in loss of pay for that time. Chad moved to approve the following changes to the Sick Time Pay: **Each employee shall be entitled to six (6) sick days per year accumulated at one-half (1/2) day per month. Unused sick leave may be accumulated up to sixty (60) days; Current employees with over sixty (60) accumulate sick days, will retain their sick days, they will not accumulate more until accrued sick days fall below sixty (60); Sick leave may be used in one (1) hour increments. If non-emergency appointments must be scheduled during work hours, the employee will be charged at a per hour use of sick leave; At the expiration of thirty (30) days, employees are eligible to participate in the disability insurance plan; and omit last paragraph and change it to - Employees with twenty (20) years or more of service to the county shall receive payment for each accumulated and unused sick day at their rate of pay up to a maximum payment of \$1,000.00; and Employees may receive donation of sick days upon the approval of the Board of Commissioners. Employees may supplement their short term insurance with accrued sick time.** Dave seconded the motion and it carried, 3-0.

PERSONAL TIME AND VACATION TIME – There was discussion about whether personal and vacation days should stay at being used by the half day. Chad said if there is a potential that we are going to time clocks, everything is going to have to be hourly. Under Personal Time, Chad moved to remove the words "maximum of" so it says "**granted three (3) days paid personal leave per anniversary year**" for approved personal time. After further discussion Dave seconded the motion and it carried, 3-0.

VACATION DAYS – There was discussion about what had been proposed by Jackie after discussion with the department heads, which would make an employee reach 25 days of vacation one year earlier. After much discussion Chad moved to change the vacation days to – "**Beginning your 2nd year vacation days accrued would be five 5 vacation days; beginning your 3rd year of employment would be 10 vacation days; beginning your 9th year would be 15 vacation days; and beginning your 10th year would be 1 day additional per year at a maximum of 25 days**", and also to omit/eliminate "**Accrual of vacation time does not start until beginning of second year**" and "**Days accrued assumes that an employee is a full-time employee paid 1940 hours or more**". After further discussion Dave seconded the motion and it carried, 3-0.

EFFECTIVE DATE OF HANDBOOK REVISIONS

There was discussion during the handbook discussion that the revisions to the handbook would be added to the handbook, and then the handbook would be reviewed and adopted by the Commissioners, and that would be the effective date of the changes. There was also discussion that the changes to the handbook **will not** be made retroactively.

PUBLIC DEFENDER'S LIABILITY INSURANCE

Jackie presented a renewal for the Public Defender's Liability Insurance which she received from Black and Ramer Insurance. Dave asked if anything changed. Jackie said she thought it was just a renewal. After Dennis reviewed the paperwork and after further discussion Chad made a motion to sign the Insurance Liability for Public Defenders Office. Dave seconded the motion and it carried, 3-0.

ADJOURNMENT

This session of the Board of Commissioners of Noble County was at approximately 12:05 P.M. recessed from day to day until the 13th day of May, 2013 upon a motion made by Chad, and seconded by Dave which carried, 3-0.

Gary Leatherman, President

David J. Dolezal, Vice President

Chad Kline, Member

ATTESTED: _____
Jacqueline L. Knafel, Auditor