

## BOARD OF COMMISSIONERS

August 19th, 2024

- I. **CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, August 19th, 2024, having adjourned from a regular meeting on Monday, August 5th, 2024.
- II. **ROLL CALL:** Members present were Jim Meece, President; Dan Collom, First Vice President; Bruce Hartman, second Vice President; Nick Sauter, Commissioners' Attorney; Susan Kramer, 1st Deputy Auditor; and Leanna Collisi, 2nd Deputy Auditor. Also present were Kim Shorter, Jason Frazier, Luke Moody, Connie Castoreno, John Martin, Matt Stechly, Brenda Johnson, Joe Clark, Bailey Spears, Pam Sanders, Celia Case and Jessica Lancaster.
- III. **MINUTES:** Minutes for the regular meeting held on Monday, July 1st, 2024 were approved on a motion from Bruce Hartman. Jim Meece seconded the motion and it carried unanimously. Minutes for the regular meeting held on Monday, July 15th, 2024 were approved on a motion from Dan Collom. Jim Meece seconded the motion and it carried unanimously. Minutes for the regular meeting held on Monday August 5th, 2024 were approved on a motion from Dan Collom. Bruce Hartman seconded the motion and it carried unanimously.
- IV. **PAYROLL:** County payroll in the amount of \$265,801.48 and Union Hospital Security payroll in the amount of \$2,486.34 were approved for release on Monday, August 5th, 2024 on a motion made by Dan Collom. Bruce Hartman seconded the motion and it carried unanimously. Acknowledgement of receipt of Payroll Claims Accounts Payable Report for August 5th, 2024 in the amount of \$214,368.96 was approved on a motion made by Dan Collom. Bruce Hartman seconded the motion and it carried unanimously.
- V. **NEW BUSINESS:**
  - There were no out of cycle check requests.
  - Jim Meece requested to schedule an Executive Session for the Board of Commissioners to discuss a personnel review on Friday, August 23rd, 2024 at 2:00 p.m. at the EOC Building. Susan Kramer will send the notice of the meeting to the Parke County Sentinel Newspaper.
  - Celia from the Bridgeton area wanted to discuss her concern for the Covered Bridge Festival traffic on Volunteer Way in Bridgeton. She felt that traffic flow should stay to the right and would be safer for all. Dan explained that it was decided to go in the opposite direction because there are six entrance lanes on the other side of the road. Dan Collom would like to have a meeting with Sheriff Jason Frazier, the BCBA and all the property owners to get their input on the traffic situation in Bridgeton during the Covered Bridge Festival. Dan Collom will get in touch with Celia to arrange a meeting before the weekend.
  - Matt Stechly with Core Facilities presented an update on the Parke County Jail Project. He distributed the latest financial report for the Jail Project. This is a two-year project with a 1 to 1 and a half million-dollar budget. Matt Stechly reported that the EFAS, siding, gutter work and paint is done. All that is left to do is the excavation of the plumbing, drain tile and landscaping the area. They are waiting on a couple of special boxes that will go into the ground. The lead time should be two to three weeks. We are ahead of schedule and under budget. Matt Stechly also wanted to mention a couple of areas around the Parke County Jail that may need to be addressed in the near future. He noticed that there were six to eight leaks throughout the building. It appears that the copper fittings need to be replaced and the shut offs are not good either. It is getting worse and needs to be put on radar. The copper replacement would have to be done in phases. The roof is past its lifetime at the Parke County Highway Department building. Jim Meece made the

motion for Matt Stechly to put together an agreement/quote to replace the copper at the Jail and replace the roof at the Highway Department. Dan Collom seconded the motion and it carried unanimously.

- Jim Meece wanted to get approval to get quotes for codifying all the Ordinances and Resolutions. Jim Meece made the motion to get quotes for seeking out companies that will codify our Ordinances and Resolutions. Dan Collom seconded the motion and it carried unanimously. We also need to seek out a company that will digitize our meeting minutes. Jim Meece made the motion to search for a company that will digitize our meeting minutes. Dan Collom seconded the motion and it carried unanimously. The Parke County Council is on board with codifying the Ordinances and Resolutions and digitizing the meeting minutes as well.
- Jim Meece needs to contact the Labor Board due to an issue regarding nepotism in the workforce. Luke Moody's son wanted to work at the Highway Department but was denied. However, after some investigation into the issue, it was discovered that as long as the relatives do not have any salary control, promotion control or evaluation control over one another, it is ok. Luke Moody's son would report directly to the Road Foreman, Mike Woods not Luke Moody. Nick Sauter has case law that supports this as well. Jim Meece will follow up with the Labor Board to confirm this.
- Jim Meece explained that the Fair Board was wanting to put the 4-H buildings on the Parke County Insurance policy. We are investigating who actually owns the buildings. It appears that the Parke County 4-h Building & Grounds Association owns the property according to the Parke County GIS.
- 4-H requested to serve alcohol at a truck and tractor pull event. Jim Meece read the alcoholic beverage policy for the Parke County Fairgrounds that was adopted in 2016. The policy reads as follows: "Wedding receptions, banquets and non-youth-oriented programs will be allowed to serve alcoholic beverages only if a licensed caterer serves the beverages and agrees to accept responsibility for ensuring adherence to all federal, state and local laws. A caterer is not an individual that works as a bartender or has a server's license. The caterer's name and address must be on the application and alcohol must be served in conjunction with food. There will be an additional \$500.00 deposit (on top of the existing building rental deposit) when alcoholic beverages are going to be served. Any damage or excessive cleaning will result in the forfeiture of both deposits and additional charges, if needed. An off-duty Parke County Police Officer must be hired for the duration of the event. No Smoking is allowed in any of our rental buildings at any time."

"The State of Indiana has recently allowed beer and wine to be served at one time events if a "Temporary beer/wine permit" is filled out and filed with the local excise office. Liquor cannot be served with this permit and it cannot be in conjunction with any youth activities. The fairgrounds must have a copy of this permit and it can only be used during the temporary function. All servers must be licensed. Permit applications can be obtained online at the Indiana Alcohol Tobacco Commission site."

Dan Collom had made a motion to accept the Parke County Fair Board Alcohol Beverage policy as presented on April 4th, 2016. Bruce Hartman seconded the motion and it carried unanimously.

However, Dan Collom did mention that 4-H is not having the event because it did include youth participation.

Nick Sauter will work on cleaning up the alcohol agreement and he wants to see the Fair Board lease agreement. There are new ATF legislations in place that need to be considered.

## **VI. OLD BUSINESS:**

- Nick Sauter has reviewed the Ricoh Copier Contract. Nick Sauter had noticed that the contract included an interest rate. Conny Castoreno contacted Charles Bates, our Ricoh representative, regarding the interest rate listed on the contract. In an email, Charles Bates explains that the interest rate listed is required to be on the contract even though Parke County Units of Government is marked as tax-exempt in Ricoh's billing system. Parke County Units of Government is not charged any interest or tax on our invoices. Nick Sauter was good with Charles Bates explanation and was good with the contract. The contract with Ricoh is on auto renewal with a Net 30 days for payment. Dan Collom made the motion to approve and sign the Ricoh Copier Contract. Bruce Hartman seconded the motion and it carried unanimously.

## **VII. DEPARTMENTAL REPORTS:**

### **Jason Frazier:**

- Jason Frazier reported to the Parke County Commissioners that Nick Sauter had reviewed the VICTUS food contract for the inmate meals. Nick Sauter further explained that this is a three-year contract with an auto renewal language with a 30-day written notice to cancel and any litigation would take place in Kentucky. Any legal assistance would have to be hired in Kentucky. Bruce Hartman made the motion to approve the VICTUS Food Contract for the Parke County Jail. Dan Collom seconded the motion and it carried unanimously. The Sheriff's Department also has two vehicles that it would like to sell on GovDeals.com. The first one is a 2014 Ford Taurus with a VIN # 5875 and the second vehicle is a 2014 Chevrolet Tahoe with a VIN # 8693. The money will go towards the purchase of two new vehicles. The Chevrolet Tahoe came out of the Commissary Fund and the Ford Taurus came out of the General Fund. Jim Meece made the motion to approve the Sheriff's Department to sell the 2014 Chevrolet Tahoe and the 2014 Ford Taurus on GovDeals.com. Bruce Hartman seconded the motion and it carried unanimously. Jim Meece asked Jason Frazier how bad the Meth labs were in the County. Jason Frazier replied that Meth labs are not so much the problem any more because it is cheaper to buy direct from Mexico than to make it here in the U.S. Jason Frazier stated that Fentanyl is becoming more of a problem.

### **Luke Moody:**

- Luke Moody reported to the Parke County Commissioners that the Parke County Highway Department is not finished with Chip and Seal because of problems with the equipment and were unable to rent the equipment. Montgomery County was kind enough to loan us their equipment to finish chip and sealing. We just needed to produce them a proof of insurance certificate. Montgomery County will be sending us an agreement. Jim Meece made the motion for the Parke County Highway Department to enter into an agreement with Montgomery County to use their Chip and Seal equipment. Dan Collom seconded the motion and it carried unanimously. Jim Meece made the motion to sign the agreement when it is emailed to him. Dan Collom seconded the motion and it carried unanimously.
- Luke Moody requested to use 90 S oil for the Chip and Seal process as opposed to using 90 weight oil. This may come with a 10% increase in cost meaning less roads getting done. Bruce Hartman said that to make sure that the roads that do not get done by the end of the year, get put

on the list first for next year. Luke Moody has talked with Tom Martin and other counties and they all have been using the 90 S oil for Chip and Seal.

- Jim Meece said that Luke Moody has been doing wonderful things at the Highway Department like making sure to utilize all the hours on leased equipment.
- Luke Moody also asked for clarification regarding comp time. Jim Meece said, to his understanding, Parke County does not offer comp time. If an employee works over 40 hours in a week, the employee will be paid time and a half on hours worked over 40 hours. Susan Kramer stated that there is no good tracking system for comp time that the State of Indiana would approve. Jim Meece is going to check with Roy Wrightsman and John Pratt, County Councilmen, to make sure this information is correct. Jim Meece only expects a 40-hour work week, however, he knows that Luke Moody puts in more than that. Luke Moody is a salaried employee. Jim Meece said that Luke Moody can adjust his work week to make up for the time he has worked over his required 40 hours. Jim Meece pointed out that Luke Moody worked this past Saturday to fix the FCA Camp Road which was over his 40-hour work week. Luke Moody did have help from a couple of local residents, Judy and Sam Brook, with some equipment to complete the road repairs. For the time being, there will be no comp time for the Parke County Highway Department employees. Susan Kramer stated that there is no good tracking system that can be used that the Indiana Department of Labor would approve. It only takes one disgruntled employee to create a lawsuit over comp time.
- Luke Moody reported that he will put County Road 775 on the schedule for pavement. This road is part of the Community Crossings Grant. The Highway Department is winding down the drainage repairs on 775 and will be working on County Road 800 S. There is a rough patch of road on County Road 1200 E between 720 and Cold Bluff Road. Luke Moody will take a look at this section of road.
- Luke Moody is using Triple S 11 stone instead of pea gravel to patch the roads. The Triple S 11 stone seems to hold together better than the pea gravel.

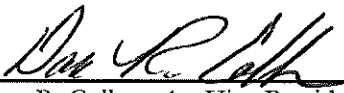
## VIII. PUBLIC COMMENTS:


- Joe Clark and Bailey Spear with NVIS Engineering presented the 2024 Official Bridge Report to the Parke County Board of Commissioners. There were 169 routine bridge inspections, 3 NSTM inspections, 1 Special inspection and 1 underwater inspection performed for 2024. There are 35 bridges scheduled for inspection for 2025. Some are covered bridges. The Melcher Covered Bridge is considered a new replacement. It is a rehabilitated bridge in review with the permit agency. A DNR grant for \$100,000.00 is being used for the Melcher Covered Bridge Rehabilitation. Even though the same work in phase one is being performed in phase two, new permits are being required. NVIS is not sure how long it will take to get the new permits. Dan Collom was concerned because if the bridge has to sit in the fall and winter weather, the bridge may have to be covered even though it has been sealed with Thompson's Water Proof Seal. Jim Meece asked how long it will take to put the Melcher Covered bridge back in place after we get the permits. Bailey Spear said that it will take two to three months to complete the Melcher bridge placement after they get the permits. There was some discussion regarding comparison deck ratings for superstructures and substructures both at the state level and at the county level. Superstructures are the beams and slabs and substructures are culverts. There are 169 bridges with a high number of fair ratings which will eventually become poor rated and in need of immediate attention. A bridge has an overall span of 20 feet or more. A culvert has a span of

under 20 feet. Twenty-five bridges have a scour critical rating and could get washed out. Thirty-five bridges are on a 12-month inspection. Bridge 31/Pleasant Valley Bridge abutment is fixed. Scour and Bridge Rail are the most common fixes. It is important to be proactive and NVIS provided a summary of maintenance items to prevent major overhauls or fixes in the long run.

**ADJOURNMENT:** Having no further business to come before the Board, a motion to adjourn was made by Dan Collom and seconded by Bruce Hartman. The meeting adjourned at 5:20 p.m.

  
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Jim Meece, President

  
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Dan R. Collom, 1st Vice President

  
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Bruce A. Hartman, 2nd Vice President

ATTEST:

  
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Susan Kramer, 1st Deputy Auditor