

BOARD OF COMMISSIONERS
December 5th, 2016

- I. CALL TO ORDER:** The Parke County Board of Commissioners convened in a regular meeting at 4:00 p.m. on Monday, December 5th, 2016, having adjourned from a regular meeting on Monday, November 21st, 2016.
- I. ROLL CALL:** Members present were Commissioners Jim Meece, Commissioner President; Dan R. Collom, First Vice President; Bruce Hartman, Second Vice President; Auditor Pam Adams; Janie Hardman, 1st Deputy Auditor; County Attorney John Asbury was absent. Also present were Mike Strack, Pam Sanders, Larry Bemis, Randy Norman and Justin Cole.
- II. MINUTES:** Minutes for the regular meeting held on Monday, November 21st, 2016 were approved on a motion made by Dan Collom and seconded by Bruce Hartman. The motion carried unanimously.
- III. PAYROLL:** County payroll in the amount of \$145,569.35 was approved for release on Monday, December 12th, 2016 on a motion made by Dan Collom. Bruce Hartman seconded the motion and it carried unanimously. Bruce Hartman made a motion acknowledging receipt of the Payroll Claims Accounts Payable Report in the amount of \$78,537.75. Dan Collom seconded the motion and it carried unanimously.
- IV. CLAIMS:** After reviewing the Claims Docket, claims in the amount of \$264,821.54 were approved for release on December 5th, 2016 on a motion made by Dan Collom and seconded by Bruce Hartman. The motion carried unanimously.
- V. NEW BUSINESS:**
- Bruce Hartman made a motion to approving payment of Sheriff's Department claims totaling \$21,864.00 contingent upon the reduction of appropriations and transfers by the Parke County Council at their December 8th, 2016 meeting. Dan Collom seconded the motion and it carried unanimously.
 - Bruce Hartman made a motion adopt **Ordinance 2016-14** which establishes a County Materiality Policy. If one occurrence of a loss, shortage or other irregularity is equal to or greater than \$500.00, it must be report to the Indiana State Board of Accounts. If supplies, equipment or other fixed assets belonging to the County are suspected of being misappropriated, stolen or used in a manner not authorized by Parke County officials and the value of those supplies, equipment or other fixed assets is approximately \$500.00, it should be reported to the Indiana State Board of Accounts. Any losses or shortages less than \$500.00 should be reported to the County Auditor and County Commissioner designee. Dan Collom seconded the motion and it carried unanimously.
 - Bruce Hartman made a motion to adopt **Ordinance 2016-15** which establishes the minimum level of internal control standards as defined under Indiana Code 5-11-1-27(e). Dan Collom seconded the motion and it carried unanimously.
 - Dan Collom made a motion to accept the 2017 Transient Merchant's License (TML) application noting the correction to be made on the receipt area. Bruce Hartman seconded the motion and it carried unanimously.
 - A letter from IN911 was reviewed by the Board. Due to Amy Hensley's absence, the letter will be presented at the December 19th, 2016 Commissioner meeting.
 - A Notice of Approval from IDEM for a Minor Source Operating Permit Administrative Amendment for Superior Hardwoods was presented for review.
 - A Notification of Application Receipt from IDEM for the Clinton Waste Water Treatment Plant was reviewed by the Board.
 - The Clerk's and Planning Commission monthly reports were reviewed by the Board.
 - Bruce Hartman made a motion to amend the Drug Testing Policy in the Employee Handbook. The new wording states: Employees involved in an accident involving a County-Owned or Leased vehicle may be asked to submit to a drug test based on

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circumstances involved in the accident. Dan Collom seconded the motion and it carried unanimously.

VI. OLD BUSINESS:

- Jim Meece reported Brad Taylor contacted Cassie Wittenmyer regarding the inoperable vehicles on his property. Taylor was very cooperative and explained Wittenmyer's predecessor in the Planning Commission office led him to believe he was in compliance.

VII. DEPARTMENTAL REPORTS:

Parke County Highway, Randy Norman:

- Randy Norman presented recommendations for acceptance of bids for the Highway Department for 2017. Bruce Hartman made the motion to accept the bids as recommended by Randy Norman. Dan Collom seconded the motion and it carried unanimously. The bids were signed by the Commissioners. Bids awarded are as follows:

16-1 Bituminous Materials

Asphalt Materials
9591 E Mallard Drive
Rockville, IN 47872

Wabash Valley Asphalt Co.
PO Box 8297
Terre Haute, IN 47808

16-2 Tires and Tubes

Garzo Tire and Fuel
201 Demorest Street
Terre Haute, IN 47802

16-3 Liquid Petroleum Products

Ceres Solutions
4338 W 40 N
Rockville, IN 47872

16-4 Oil and Grease Products

Heritage Petroleum LLC
PO Box 6850
Evansville, IN 47719-0850

16-5 Stone and Gravel

Harris Stone
5588 N County Road 50 E
Bainbridge, IN 46105

243 Quarry
8090 S State Road 243
Cloverdale, IN 46120

S & G Excavating
545 East Margaret
Terre Haute, IN 47802

Parke County Aggregates
6039 W 100 N
Montezuma, IN 47862

Lincoln Park Stone
545 East Margaret
Terre Haute, IN 47802

The Levy Group of Companies
900 George Nelson Drive
Portage, IN 46368

Hanson Aggregates Midwest
Box 328
Cloverdale, IN 46120

Roskovensky
3200 East 1850 South
Clinton, IN 47842

16-6 Culverts and Bridge Materials

E3 Bridge
PO Box 1097
Bedford, IN 47421

St. Regis Culverts
1101 S Kitley
Indianapolis, IN 46203

Parke County Aggregates
428 East Crane Road
Rosedale, IN 47874

Civil Con
603 North Shore Drive, Unit 103
Jeffersonville, IN 47130

16-7 Repair Parts

BHK Auto Parts
115 S Lincoln Road
Rockville, IN 47872

- Norman reported he has five or six crews out patching County roads every day and he has been driving the roads to determine projects for the upcoming year

Parke County Sheriff, Justin Cole:

- Presented the Report of Collections and DOC Billing for November 2016.
- The Board signed the Government Payment Services, Inc. Participation Agreement for 2017.

VIII. PERSONS REQUESTING TIME ON THE AGENDA: None

IX. PUBLIC COMMENTS: None

X. 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 4:55 p.m.

Jim Meece, President

Dan R. Collom, 1st Vice President

Bruce A. Hartman, 2nd Vice President

ATTEST:

Pam Adams, Auditor