

MIAMI COUNTY COMMISSIONERS
25 N BROADWAY
PERU, IN 46970
FEBRUARY 4, 2013

Chairman Francis called the meeting to order.

DITCH DEPUTY

Chairman Francis wanted to note a clarification in the minutes regarding the Ditch Deputy in the Surveyor's Office. At budget time there was mention of raising the pay of the Ditch Deputy to a First Deputy pay. The Ditch Deputy was raised to the old salary of a First Deputy but was to retain the title of Ditch Deputy.

VOTER REGISTRATION

Paul Wilson, Voter Registration, came before the Commissioners to inform them that a Vote Center Study Committee is being developed and he asked if one of the Commissioners would consider being on the committee. The Committee is looking for a representative from the Election Board, County Council, City Council, Mayor John Evens, County IT, Jeremy Burton and Paul from Voter Registration.

Commissioner Hamman made a motion to have Commissioner West represent the Board of Commissioner on the Committee. Commissioner Francis 2nd the motion and it passed 3-0.

PAYROLL

Commissioner West made a motion to approve the payroll. Commissioner Hamman 2nd the motion and it passed 3-0.

CLAIMS

Commissioner West made a motion to approve the claims. Commissioner Hamman 2nd the motion and it passed 3-0.

COUNTY ATTORNEY

The Board discussed the revised handbook policy with Mr. Roberts. Commissioner West made a motion to send a copy of the handbook to the Elected Officials/Department Heads (electronically) for their review and comments. The Elected Officials/Department Heads should e-mail their comments to the Commissioner or the Auditor by next Monday (February 11). The Board will review the comments/suggestions and have a final draft by February 25th.

County Attorney Pat Roberts presented his contract for 2013. After reviewing the contract, Commissioner West made a motion to approve the contract as presented. Commissioner Francis 2nd the motion and it passed 3-0.

Commissioner Francis stated that as they review the 2014 budget he would like to see only full time employees get insurance benefits.

There was discussion on the property on Business 31 (by the old Yamaha building) that the Commissioners are willing to sell to the adjoining landowner. The Board of Commissioners, the Auditor and Mr. Roberts went over the final steps to getting this completed. Commissioner West made a motion to ratify December 3, 2012 Resolution. Commissioner Hamman 2nd the motion and it passed 3-0. The Auditor will publish the notice.

Mr. Roberts will get with Ken Einselen, Highway Engineer, and go over the paperwork to purchase the bridge property.

Mr. Roberts looked over the Bridge Inspection paperwork and had a few questions/remarks. The Commissioners will discuss with Butler, Fairman, and Seufert. The Board discussed the concerns with Toby Steffan from BFS and after some clarification; Commissioner West made a motion to sign the agreement. Commissioner Hamman 2nd the motion and it passed 3-0.

SRI HOMESTEAD CONTRACT

Pat Roberts reviewed the SRI Homestead contract and thought it looked ok. Commissioner West made a motion to sign the contract. Commissioner Hamman 2nd the motion and it passed 3-0.

COMMUNITY CORRECTION GRANT

Angie Bever brought the Community Corrections grant last week for the Board to review. The Board reviewed the grant and Commissioner West made a motion to have Chairman Francis sign the grant letter. Commissioner Hammon 2nd the motion and it passed 3-0.

MINUTES

Commissioner West made a motion to approve the minutes. Commissioner Hamman 2nd the motion and it passed 3-0.

EMPLOYEE TIME

The Commissioners discussed the policy on employees rolling over vacation time year after year. According to the policy, if you carry over time, it must be used the following year. Vacation time is NOT to be accumulated. Some employees hang on to their vacation time and build up comp time and when they leave they have to be paid out for that time, which means the next person cannot be hired until money is available again. Commissioner West made a motion to have all Department Heads/Elected Officials fill out a report every month showing employee time. Commissioner Hamman 2nd the motion and it passed 3-0. Commissioner Francis will create a spreadsheet for the offices.

ASSESSOR

Sara McAuliffe, Assessor, brought some bids for her counter for the Board to review. Commissioner West made a motion to table until next week to give the Board a chance to look over all the information. Commissioner Hamman 2nd the motion and it passed 3-0.

Assessor McAuliffe also asked if the Commissioners could pay for a Notary in her office. There are very few notaries in the Courthouse. Commissioner West made a motion to approve. Commissioner Hamman 2nd the motion and it passed 3-0.

MIAMI SEWER DISTRICT

Vicki Perry from RCAP came before the Board to provide an update on the project. There was an income survey done which showed that the Community qualifies for the poverty rate allowed by the USDA for a grant. The Community wants to apply for the USDA Grant but it has to go through the County and the Commissioners would have to sign the grant application. The loan that the district has taken out will cover the match that is required. Commissioner West made a motion for the Commissioners sign the OCRA grant application for the Community of Miami. Commissioner Hamman 2nd the motion and it passed 3-0.

OCRA requires a grant administrator. Commissioner West made a motion to appoint Ken Scott, Health Environmentalist, as the grant administrator. Commissioner Hamman 2nd the motion and it passed 3-0.

LETTER REGARDING STATUS OF BRIDGE # 52

The Board received a letter regarding the status of Bridge 52. Ken Einselen, Highway Engineer, will respond to the letter for the Board.

SHERIFF

Sheriff Tim Miller came before the Board with an amendment to the current Health contract for the jail. The base payment has increased 3.2 % but the Sheriff explained that it had not increased since we did the contract and he felt as though he has enough money appropriated. Commissioner West made a motion to sign the amendment. Commissioner Hamman 2nd the motion and it passed 3-0.

The Sheriff informed the Board that Dave Vitek will be the new Chief Deputy and Mike Rodgers will be the investigator, specializing in drug cases.

Two jailors have left to take other jobs and 1 jailor was terminated. The Sheriff will be looking to fill those positions.

MCEDA

Jim Tidd gave the Board the Financial Report for the Hanger 200 project. Mr. Tidd informed the Board that Baldwin should be able to be moved in to the west side of the building by the end of February and in the right side by the end of March.

IT ISSUES

There have been several complaints about issues not being taken care of. Commissioner Francis suggested that there be a log of issues that need addressed. Offices have had issues and were told they were on the list but nothing is addressed. Commissioner Francis wants everything in writing so it can be followed up on and addressed. Bruce Embrey, Prosecutor, stated that his office is going paperless and they are having some issues that need to be addressed to make sure there will be no problems with the paperless system.

Dan Banina stated that when John Powell was hired, there was an IT Committee. He believes it would be a good idea to reinstate an IT Committee. After some discussion on who should be on the committee, Commissioner West made a motion to have an IT committee consisting of Commissioner Hamman, Judge Banina, Clerk Tawna Sands, Auditor Jane Lilley, Sheriff Tim Miller, Prosecutor Bruce Embrey, 9-1-1 Director Cliff Gardner and Interim IT Director John Evans.

Commissioner West also suggested having a spreadsheet of all help request.

Commissioner West made a motion to approve some repair parts for the Superior 1 Court video system. Commissioner Hamman 2nd the motion and it passed 3-0. IT Interim Director John Evans stated the parts should be here today.

SECURITY ISSUES

Officer Tim Hunter informed the Board that the evacuation plan project has never been completed. Only some of the evacuation diagrams have been put up and the exit signs that need replaced have not been replaced. The fire escape on the 2nd floor of the annex needs some work and the 4th floor of the Courthouse.

The Clerk's office and the Auditor's office are working to clean up there space. Many of the old files will be shredded or moved to another location to be shredded this Friday.

TITLE SEARCH INVOICE

Planning and Zoning pave the Board received an invoice from Dun Jenkins for title search for the property on 500. Commissioner West made a motion to pay the invoice. Commissioner Hamman 2nd the motion and it passed 3-0.

ASTRUP ELECTRIC

The Board received an invoice from Astrup Electric for repair of the outside lights at the Courthouse. Commissioner West made a motion to pay the bill. Commissioner Hamman 2nd the motion and it passed 3-0.

NASASP

Commissioner Hamman made a motion to renew the NASASP Associate membership. Commissioner West 2nd the motion and it passed 3-0.

ANIMAL CONTROL COMMITTEE REPORT

Commissioner West informed the Board that the Animal Control Committee is having Pat Roberts review the County and City animal control policies and report to them by March 1st. The Committee has met and is working with Eagles Point to address some of their issues.

MAXIMUS

The Auditor received information from Maximus regarding recouping money for 4D work in the Courts. All money recouped would go into County General. Commissioner

West made a motion to allow the Auditor to check into this program. Commissioner Hamman 2nd the motion and it passed 3-0.

9-1-1 HANG UP CALLS

There has been a serious issue because of having to dial 9 for an outside line. If an employee dials 9 then a 1 for a long distance call and hesitates to look at the number, it automatically goes to the 9-1-1 Center without the employee even knowing. Commissioner Francis will get with John Evans and get the outside line number changed to something other than 9.

COVERED BRIDGE FORM

Commissioner West made a motion to sign the Covered Bridge form for the State noting that Miami County does not have any covered bridges. Commissioner Hamman 2nd the motion and it passed 3-0.

REIMBURSABLE GRANTS

The Auditor explained to the Board that once again, there was one fund that had a negative balance at the end of the year. The reason is because of reimbursable grants such as for the EMA. The State says we have to spend the money and then be reimbursed, however they do not have money to fund up front. The Auditor suggest we checking into appropriating money from Riverboat or Rainy Day for just that kind of situation which would prevent having negative balances at the end of the year. We will check into this to see if possible.

Commissioner West made a motion to adjourn and Commissioner Hamman 2nd the motion and the motion passed 3-0.

Adjourned

MIAMI COUNTY BOARD OF COMMISSION

_____, **Chairman**
Joshua Francis

_____, **Vice Chairman**
Larry West

_____, **Member**
Jerry Hamman

Attest: _____, **Auditor**
Jane Lilley