

MIAMI COUNTY COMMISSIONERS
25 N BROADWAY
PERU, IN 46970
November 16, 2015

Commissioner Chairman Joshua Francis called the meeting to order.

MIN 10/2

Commissioner West made a motion to approve the November 2, 2015 minutes. Commissioner Hamman 2nd the motion and it passed 3-0.

PAYROLL 10/30

Commissioner West made a motion to approve the 10/16/15 payroll. Commissioner Hamman 2nd the motion and it passed 3-0.

COUNTY ATTORNEY

Pat Roberts, County Attorney brought to the Board that the 9-1-1 reorganization ordinance for their review. It will establish a management structure with the merger of the Sheriff's Department with E 9-1-1. The Commissioners will forward a copy to the Sheriff for him to look over.

CLAIMS

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

LONGEVITY

Commissioner West made a motion to approve the 2015 longevity payout for 12/4/15. Commissioner Hamman 2nd the motion and it passed 3-0. Commissioner West made a motion to withhold delinquent property taxes for an employee out of their longevity pay. Commissioner Hamman 2nd the motion and it passed 3-0. Commissioner Francis will notify the Department Head of the employee that they will be receiving their longevity less the taxes owed for November 2015.

S. MERIDIAN WATER ISSUE

Johnny Weller spoke to the Board about the water situation on S. Meridian Road. Mr. Weller wanted to know if the Commissioners or Highway came up with a solution to the water problem. Commissioner Francis stated that he had spoken to Mike Sisson, Highway Superintendent and had a few ideas on how to correct the problem. Commissioner Francis suggested that Mr. Weller speak with Mr. Sisson and see if he had made a decision on how exactly the issue would be handled.

WABASH RIVER HERITAGE

The Board received a notification that the member and alternate member appointed by the Board of Commissioners needed to be made for 2016. Commissioner West made a motion to retain Ken Einselen as member and Commissioner Francis as the alternate member. Commissioner Hamman 2nd the motion and it passed 3-0.

NEPOTISM RECERTIFICATION

The Board received the nepotism recertification's to be signed.

BUCKLAND & ASSOCIATES

The Board received a letter from Buckland & Associates regarding the proof of loss on 11 of the county's buildings. According to the letter the proof of loss expired on 12/22/13 and the buildings values have not been updates since 2012. The Board requested that Consolidated Union, our current casualty and liability carrier be contacted to determine if this needs to be updated.

VOTER PRECINCTS

Paul Wilson, Voter Registration requested that the Board combine multiple precincts in a township. Mr. Wilson provided the Board with the order changing from 31 precincts to 23. This change will make it more cost effective to run elections. Commissioner West

made a motion to approve the order combining precincts. Commissioner Hamman 2nd the motion and it passed 3-0.

PURDUE EXTENSION CONTRACT

The Board received the 2016 Purdue Extension Contract that needed to be approved and signed. Commissioner West made a motion to accept the contract and have Commissioner Francis sign the contract. Commissioner Hamman 2nd the motion and it passed 3-0.

IT

Jim Denniston, Intrasect provided a quote to the Board for repairs to the phone system. The current system has a faulty UPS at the jail. This repair would replace 1 bad unit, which takes down the phones and locks up the magic server. Commissioner Hamman made a motion to accept the quote and have the repairs made. Commissioner West 2nd the motion and it passed 3-0.

Tom Polk, Intrasect discussed with the Board the AT & T renewal contract. Mr. Polk is waiting on some clarification on specific charges for upgrades. AT & T's legal is reviewing the information and will notify Mr. Polk after their review.

COPY BIDS

The Board heard proposals for the copier/printer contract. Allen Business, Beckley and Smith Office.

Dave Ferrell, Frank Rotunda and Rick Boles from Allen Business were present to discuss their proposal. Mr. Ferrell explained the history of their business and that they are an authorized Sharp Dealer now certified in Miami County. Allen proposes a 16 month program using a municipal leasing program. There would be no taxes and at the end of the term the county would own the equipment. Allen included in their bid to take possession of the old copiers/printers and dispose of once the current lease has been satisfied. The copy pricing is based on actual copies and not a bulk pricing. The proposed cost would be: \$1,852.72 per month for the lease and \$1,805.53 for the service portion for a total of \$3,658.25 per month.

Dan Smith, Kevin Davis, Brad Harper and Darrell Price from Smith Office came to discuss the proposal from Smith Office. Smith presented both black & white and color copy proposals. Mr. Davis explained that they looked at the current equipment when preparing the proposal and used information from the surveys that were sent to each department to arrive at what would best suit the needs of the county. Smith proposes a 60 month fair market value program. Smith would not change out 21 machines at the jail, which they felt still had plenty of life remaining. Smith would set up the color copies by percentage of copies used to help save money on the contract. The proposed cost would be: \$2,344.97 per month for the lease and \$1,138.00 for the service portion for a total of \$3,482.97 per month. Smith proposes a buyout of current lease under Great America. Smith noted that the machine accessories are interchangeable within offices to cater to what each office needed.

Terry Wray, Scott Hinders and Myron Wright from Beckley came to discuss their proposal. Mr. Wright explained that they are a Cannon equipment user and proposed that all printers/copiers be changed to such. Mr. Wright explained that Cannon offers highly productive and effective equipment. Mr. Wright recommended that a centrally located, larger machine be used for color copying. Beckley's proposal would be a per copy fee, not a blanket amount. This would eliminate paying for copies that are not used. The proposed cost would be: \$2,528.68 per month for the lease and \$1,200.00 (approx.) for the service portion for a total of \$3,728.68 per month

After the proposals were completed the Board discussed the pros and cons to each presented. Commissioner Hamman made a motion to accept Allen Business product 5 year lease. Commissioner West 2nd the motion and it passed 3-0. Intrasect will notify Allen of the awarded contract with the Board contacting Smith & Beckley's of their decision. The Commissioners would like to have Allen come in before they start ordering to determine if they can consolidate any equipment to help cut costs.

CLERK

Tawna Leffel-Sands inquired about the door that was to be installed where the voting machines are being stored. Mrs. Leffel-Sands stated that it had been several months since the issue was raised and would like to get it taken care of as soon as possible.

Commissioner West noted that the Board had discussed moving the vending/pop machines and building a locked area to store the machines, making it easier to access as it would be closer to Voter Registration and eliminate moving them from the 2nd floor to the 1st when they are being used.

Mrs. Leffel-Sands stated that she would need to purchase a computer for her office. An employee had put in her notice, but then wanted to rescind it. Mrs. Leffel-Sands had already offered the full-time position to a currently employed part-time employee and did not feel like she could not honor the offer. Mrs. Leffel-Sands told the full-time employee who put in their notice that she would keep them until they are able to go to her new job, but they be considered a part-time employee. Mrs. Leffel-Sands will need the extra computer to be able to use during the transition as well as when she brings in a new part-time employee for 2016. There is enough money to pay for it out of her Perpetuation fund. Commissioner West made a motion to allow the purchase of the computer to be paid from the Clerk's Perpetuation fund.

HIGHWAY

Ken Einselen, Highway Engineer brought to the Board an update on the status of the Kelly Avenue Bridge project after his meeting with INDOT last week. Mr. Einselen stated that the District had inquired about delaying the project until 2018 or 2019. Mr. Einselen told INDOT that he would still need information regarding the total cost of the project, cost projections with inflation, and a scope of work.

Mr. Einselen also met with INDOT regarding the changes in the bridge inspection process. A supplemental agreement will with Butler, Fairman & Seufert will be needed to cover the required 12 month inspections for 2016. The REQ (Request for Qualifications) for the next contract should start in May 2016 in which the county will be required to use a new RFQ form that details the number of bridges in each inspection frequency group.

Mr. Einselen discussed the Sidewalk Ordinance with the Board. Commissioner Francis would like to wait on passing the ordinance, but will need to get something in place for spring 2016.

Mr. Einselen advised the Board that he is still waiting on the Rail Road At-Grade Crossing Interlocal Agreements for Converse and Amboy from Pat Roberts.

Mr. Einselen noted that the restrooms on the 3rd floor were missing the signs that said there was a family restroom located on the 1st floor. Mr. Einselen believes there is some confusion with the public thinking that the sign meant that they are a unisex bathroom as there have been incidents where men and women had both been in the restroom. Mr. Einselen believes he has a set of signs in his office, but will need to look. The Commissioners advised Mr. Einselen to locate the signs and have them put back up.

WINDOW REPAIRS

The Board received a quote from Peru Glass & Screen to repair 12 window cranks throughout the courthouse. The cranks are broke and will not allow the windows to be opened. The cranks are not made for the weight and size of the windows. The new cranks will be sturdier and fit the windows properly. Commissioner West made a motion to approve the purchase of the 12 window cranks at a cost of \$1531.11 to be replaced on the windows in the courthouse. Commissioner Hamman 2nd the motion and it passed 3-0. Commissioner West made a motion to adjourn. Commissioner Hamman 2nd the motion and it passed 3-0.

Adjourned

MIAMI COUNTY BOARD OF COMMISSIONERS

_____, Chairman

Joshua Francis

_____, **Vice Chairman**
Larry West

_____, **Member**
Jerry Hamman

Attest: _____, **Chief Deputy Auditor**
Mary Brown