

MIAMI COUNTY COMMISSIONERS  
25 N BROADWAY  
PERU, IN 46970  
June 7, 2021

Commissioner Hunt called the regular meeting of the Board of Commissioners to order. All Commissioners are present.

**PUBLIC HEARING**

Commissioner Hunt opened the public hearing for the OCRA Block Grant for demolition of the old ops building at the base. Jim Tidd, MCEDA stated the public hearing is part of the grant requirements for OCRA. Mr. Tidd explained the building has been unoccupied since 1994, has been broken into many times and is an issue with public and aircraft safety. The grant, which requires a local match, would cover the cost of demolition. Jenny Mykkanen, North Central Indiana Regional Planning Council explained the grant is specific for blight projects with a grant application amount of \$333,700 and a local match of \$37,008, to be covered by MCEDA. The grant would cover the demolition of the old ops building without displacement. The grant proposal was submitted April 29, 2021, grant application submitted by June 25, 2021 and the award to come August 12, 2021. With no further comments or questions, Commissioner Weaver made a motion to close the public hearing. Commissioner Musselman 2<sup>nd</sup> the motion and it passed 3-0.

Commissioner Hunt presented Resolution 06/07/2021 Authorizing Local Commitment Match from MCEDA for \$37,008. Commissioner Musselman made a motion to approve Resolution 06/07/2021 Authorizing Local Commitment Match from MCEDA for \$37,008 and allow Commissioner Hunt to sign. Commissioner Weaver 2<sup>nd</sup> the motion and it passed 3-0.

Commissioner Hunt presented Resolution 06/07/2021B Authorizing Submission and Local Commitment from MCEDA for \$37,008. Commissioner Musselman made a motion to approve Resolution 06/07/2021B Authorizing Submission and Local Commitment from MCEDA for \$37,008 and allow Commissioner Hunt to sign. Commissioner Weaver 2<sup>nd</sup> the motion and it passed 3-0.

Commissioner Hunt presented the CDBG Signature Page for approval. Commissioner Musselman made a motion to allow Commissioner Hunt to sign the CDBG Signature Page. Commissioner Weaver 2<sup>nd</sup> the motion and it passed 3-0.

**GRANT AGREEMENT**

Commissioner Weaver made a motion to approve the grant administration agreement with North Central Regional Planning Council to administer the grant offering mental health services in the area schools and allow Commissioner Hunt to sign. Commissioner Musselman 2<sup>nd</sup> the motion and it passed 3-0.

Commissioner Musselman made a motion to approve the sub-recipient agreement for the OCRA grant offering mental health services in the area schools. Commissioner Weaver 2<sup>nd</sup> the motion and it passed 3-0.

### **KC46 RELOCATION**

Mr. Tidd explained MCEDA had hired a company to help complete the community support package for the 434<sup>th</sup> Unit. MCEDA will cover the cost of the project. Mr. Tidd reminded the board that Grissom Air Reserve Base was #2 on the list the last time the opportunity came up. Mr. Tidd hopes Grissom will be the pick this round, but other communities have had time to put together their packages to attract the relocation. Mr. Tidd explained it could bring 175 new people to the area and offer positive financial impacts to the community. The decision is slated to be made by September 2021.

### **PLAN COMMISSION**

Corey Roser, Miami County Plan Commission Administrator came before the board to request the purchase of Schneider Software for his office. Administrator Roser explained due to the change in staff over the last few years, patrons have had an unpleasant experience. Recordkeeping has not been consistent, the lack of information readily available has caused delays and other problems, and this would help in organizing the office and moving it forward. Kyle Johnson, Miami County Plan Commission Assistant Administrator spoke about the software capabilities, which would allow for online permitting, uploading of documents for a particular parcel, contractor registrations and allow a streamlined process with other offices. The program is user-friendly, easy to navigate and will allow real-time data from the inspectors for each parcel. Administrator Roser stated the goal is to increase communication in the Courthouse, provide unlimited access and a single source of truth. The cost of the project is \$31,960 for an initial set-up and a yearly maintenance fee of \$7,380. The fee also includes going through historical documents and uploading them to the system. Commissioner Musselman made a motion to allow the Plan Commission to make the request for an additional appropriation to the Council. Commissioner Weaver 2<sup>nd</sup> the motion and it passed 3-0.

### **TOWN OF MACY**

Marilyn Jackson, Town of Macy came before the board to ARP funding for building a new volunteer fire unit in Macy. Ms. Jackson stated the current building is too small, does not allow for training and it is extremely difficult to park the fire trucks inside with adequate room to navigate around. Ms. Jackson noted the Town of Macy has applied 3 times for OCRA grants and have only received 1 for \$90,000, which must be used by 2024 or they will have to return the funds. The town has already done a fundraiser and came up with \$150,000 towards the total project of \$814,184.25, but would like the county to fund the remainder of the project from ARP funds. Auditor Brown explained that until the county creates a program for units to apply, the county could not award funds. Auditor Brown stated guidelines are strict and it is the responsibility of the county to write the parameters of a program, which would include how it will be, determined who would receive an award amount. Commissioner Hunt explained at this time the county is not in a position to distribute money without a program in place or more directive from the US Treasury.

## **TOWN OF CONVERSE**

Joe Lennon, Town of Converse Board President came before the board to request funding from ARP funds to help with building a subdivision in Converse. Mr. Lennon explained the town started planning the project last year, but due to COVID, there was a delay. The subdivision would be 20 acres, with 37 lots, ranging in size from .35 to .50 acre, with a 1-acre pond. Mr. Lennon stated a demand for housing in the Oak Hill School area is what prompted this project and the town believes it would be beneficial. Mr. Lennon noted they are short about \$150,000 of the project and wanted the county to consider funding it. Commissioner Hunt made the same comments regarding the distribution of ARP funds as with Town of Macy.

## **ROAD ISSUE**

Clinton Cook came before the board regarding a resident parking RV's on Maconaquah Drive, creating blind spots for homeowners leaving or accessing the area. Mr. Cook has attempted to speak to the homeowner, but has not had any luck and would like a sign posted by the county to eliminate the parking of RV's on the road. After some discussion, it was determined the area is within the 2-mile jurisdiction and the matter would need to go to the City of Peru.

## **HIGHWAY**

Kerry Worl, Highway Superintendent and Janice Hughes, Bookkeeper came before the board to request funding from ARP to cover road repairs. Auditor Brown stated the ARP funding could not be used for roads, but if the county can prove loss of revenue, potentially use the funds to help cover the costs. Auditor Brown will do further research as there are guidelines for determining any loss in revenue.

The board received a request from Bookkeeper Hughes for monthly cell phone reimbursement of \$30.00. Commissioner Weaver made a motion to approve the \$30.00 cell phone reimbursement. Commissioner Musselman 2<sup>nd</sup> the motion and it passed 3-0.

## **TRASH COMMITTEE**

Auditor Brown explained the Trash Committee met last week regarding a plan for illegal dumping. The committee recommends purchasing a skid steer for \$71,000 and a dump trailer for \$12,000 to use for the program. All complaints would go through the Highway Department and Superintendent Worl will be responsible for making a schedule for pickup. The program would use Highway employees, which would be paid overtime through the Commissioners at a maximum of 12 hours per week. The committee recommends running the program on a 1-year trial basis. Auditor Brown noted that the program will require tweaking after started, but the committee feels they have a good start. Total cost the 1<sup>st</sup> year with equipment investment would be about \$110,000 and then about \$20,000 per year thereafter. Commissioner Weaver made a motion to approve the illegal dumping program for 1-year and take it before the Council for an additional appropriation. Commissioner Musselman 2<sup>nd</sup> the motion and it passed 3-0.

### **BULTER TOWNSHIP TRUSTEE APPOINTMENT**

Commissioner Hunt explained the board had appointed Markey McCrae as the Butler Township Trustee, but she has recently passed away and a replacement needed appointed. Commissioner Musselman made a motion to appoint Tamera Hierholzer as the Butler Township Trustee. Commissioner Weaver 2<sup>nd</sup> the motion and it passed 3-0.

### **PERU TOWNSHIP ADVISORY BOARD APPOINTMENT**

Commissioner Weaver made a motion to appoint John McMillen to the Peru Township Trustee Advisory Board. Commissioner Musselman 2<sup>nd</sup> the motion and it passed 3-0.

### **90% PROBATIONARY PAY**

The board received an email from Jodie Hutchins, Payroll Deputy regarding the 90% probationary pay rule, requesting the board review. Auditor Brown explained the current policy states that all new hires earn 90% of their pay for the first 60-days worked. This was a policy created a few years ago under a former board. It creates issues for a few reasons, but the biggest will be with the new timekeeping system the county is working to implement. Currently, the 90% has to be tracked manually, which involves touching the timecard multiple times, doing manual calculation and entering the data in the payroll system multiple times. The new timekeeping system will not allow for this kind of policy and Auditor Brown does not feel it is necessary. In addition, department heads sometimes forget to notify new hires of the 90% rule, which is then a surprise to new employees when they start. Commissioner Weaver made a motion to eliminate the 90% probationary pay policy. Commissioner Musselman 2<sup>nd</sup> the motion and it passed 3-0. Auditor Brown will notify the county attorney to have the handbook updated and sent to all employees.

### **WINDOW CLEANING**

The board received a quote from Meives Janitorial for window cleaning at the Courthouse for \$4,000 and power washing for \$18,000. Commissioner Musselman made a motion to approve the quote for window cleaning only for \$4,000. Commissioner Weaver 2<sup>nd</sup> the motion and it passed 3-0.

### **FLOOR WAXING**

Auditor Brown presented quotes for floor waxing for the Courthouse and Annex. The original quote was for \$6,530.88 for the entire Courthouse, but after starting the project it was determined that the wax on the floor was from the 1940's and would take more work and money than quoted. The board received a quote for the 2<sup>nd</sup> floor for \$4,086.18 and the 3<sup>rd</sup> floor for \$4,362.18. Auditor Brown noted that part of 2<sup>nd</sup> floor work was started and not finished and looks bad. The board also received a quote for \$3,935.76. The board would like the Beyond Cleaning Service to come talk about the change in cost before approving the new quote.

### **4<sup>th</sup> FLOOR COURTHOUSE**

Auditor Brown stated the 4<sup>th</sup> floor has accumulated more items and in need of a clean-up. It was reported that offices are again putting old/broken furniture and equipment and it has become cluttered once again. Auditor Brown noted that she helped to organize a cleanup several years ago, but because the board at the time did not monitor and enforce

what they wanted to happen with maintain the area, someone else would need to organize a cleanup.

**MINUTES**

Commissioner Musselman made a motion to approve the 5/17/21 minutes. Commissioner Weaver 2<sup>nd</sup> the motion and it passed 3-0.

**PAYROLL**

Commissioner Musselman made a motion to approve payroll. Commissioner Weaver 2<sup>nd</sup> the motion and it passed 3-0.

**CLAIMS**

Commissioner Musselman made a motion to approve claims. Commissioner Weaver 2<sup>nd</sup> the motion and it passed 3-0.

**ADJOURN**

Commissioner Musselman made a motion to adjourn. Commissioner Weaver 2<sup>nd</sup> the motion and it passed 3-0.

**Adjourned**

**MIAMI COUNTY BOARD OF COMMISSIONERS**

\_\_\_\_\_, **Chairman**  
**Alan Hunt**

\_\_\_\_\_, **Vice Chairman**  
**Keith Musselman**

\_\_\_\_\_, **Member**  
**Brenda Weaver**

**Attest:** \_\_\_\_\_, **Auditor**  
**Mary Brown**