

# Board of Commissioners Meeting

12-6-2021

Present: Dennis Henderson, Tracey Powell, Nancy Cline

Other Present: Jim Leffler, Kegan Schmicker, Dick Klein, Jim Ankrum, Chad Huff, Vicky Boyd, Shannon Cassons, Cindy Gross, Carl S. Roudebush, Dawn Dunn

The meeting was opened with prayer by Reverend Carl Roudebush of the Windfall Christian Church, and the Pledge of Allegiance.

## **Payroll – Crystal Worthy**

Motion by Commissioner Cline to approve payroll, check date December 10, 2021, in the amount of \$190,284.21. Second by Commissioner Powell. Motion Carries.

## **Claims – Katy Kramer**

Motion by Commissioner Powell to approve an early docket to the Postmaster, in the amount of \$5,034.00, to pay for Election Board postage. Second by Commissioner Cline. Motion carries.

Motion by Commissioner Cline to approve miscellaneous claims for docket date December 6, 2021, in the amount of \$127,959.73. Second by Commissioner Powell. Motion carries.

## **Plan Commission – Request for Order to Appear on Code Violation – Judy Coker**

Motion by Commissioner Cline to have the owner of 769N 600E to appear on January 17, 2022 on code violation. Second by Commissioner Powell. Motion carries.

## **Highway- Superintendent Bret Morris**

Highway Superintendent Morris stated that the old structure PR1024 had been removed and the new structure set last Friday. They are backfilling and should finish this week and have the road open. He also stated that the road inventory had been updated and should get notice from INDOT soon.

## **Engineer – Phil Beer**

Engineer Beer stated that RATIO will get a notice to proceed with the schematic drawing of the previous jail.

## **Sheriff – Tony Frawley**

Sheriff Frawley stated that the canopy was installed at a cost of approximately \$5,000. They are working on replacing the wood security gate with an aluminum gate manufactured by Manier Welding.

Commissioner Powell stated that he has been trying to get a storage building for mowing equipment. He cannot get a firm commitment. He suggested continuing to hire mowing for another year.

Motion by Commissioner Cline to authorize the Auditor to advertise for lawn care and maintenance at the jail. Second by Commissioner Powell. Motion carries.

## **Cyclical Reassessment Bid Opening – Shannon Cassons**

One bid was received from Appraisal Research, in Findlay, Ohio. The cost summary for 1,235 parcels is \$326,750.00 and technical support at \$475 per day for appeals. Assessor Cassons stepped out to review the bid.

**Property Tax Assessment Board of Appeals (PTABOA) - Request to reduce to 3 person board**

No action pending preparation of an ordinance.

**County Foundation –Countywide Vision Plan – Mark Baird and David Terrell**

County Foundation Executive Director Mark Baird and David Terrell of Ball State University presented a slide presentation of the Countywide Vision Plan based on meetings held last summer in Kempton, Sharpsville, Windfall, and the City of Tipton. Lilly Endowment provided financial assistance. The presentation contained goals and recommendations for the county. Mr. Baird asked that the Board of Commissioners consider adopting the plan by resolution. Attorney Regnier will consult with Mr. Baird.

**Reassessment Contract**

Assessor Cassons recommended that the Commissioners approve the Appraisal Research contract with a correction of an error. The number of parcels is not 1,235. It is 12,679. She noted that the County is provided 20 days of free research before the \$475 per day is charged.

Motion by Commissioner Powell to approve the General Reassessment for 2021-2026 with Appraisal Research, at a cost of \$326,750, with noted change. Second by Commissioner Cline. Motion carries.

**F & K Construction Shelving Project on Cicero Creek – Request to lease part of Doctor’s Park**

F & K Construction requested lease of part of the Doctor’s Park property for a temporary office and to stage equipment for the Cicero Creek shelving project. They have offered \$500 per month. The Commissioners tabled consideration in order to consult with the Threshers and Fair Board and for the preparation of a contract.

**Mowing for 2022**

Commissioner Powell stated that the Fairgrounds handles their own mowing. The mowing at the Courthouse will be handled separately.

Motion by Commissioner Cline to advertise for mowing at the Jail for 1 year. Second by Commissioner Powell. Motion carries.

**Seals Ambulance Service Contract –final draft**

County Attorney Mark Regnier provided the Commissioners with copies of a final draft of the two year contract with Seals Ambulance Service. The only change was in the amount of liability insurance.

Motion by Commissioner Powell to amend the agreement with Seals for ambulance service for Tipton county. Second by Commissioner Cline. Motion carries. The contract was signed by the Commissioners.

**Ordinance BOC2021-07 Health Department – Amended Fees**

**ORDINANCE BOC 2021-07**

**AN ORDINANCE OF THE BOARD OF COMMISSIONER OF TIPTON COUNTY,  
INDIANA AMENDING THE SCHEDULE  
OF FEES CHARGED BY THE TIPTON COUNTY  
HEALTH DEPARTMENT**

**WHEREAS**, the Tipton County Board of Commissioners of Tipton County, Indiana (hereafter the “Commissioners”) previously adopted a schedule of fees (hereafter “Fee Schedule”) pursuant to state statute and or local ordinance, establishing fees for services to be charged by the Tipton County Health Department (hereafter “Health Department”) for services provided to the public; and,

**WHEREAS**, the Health Department Fee Schedule has been previously amended, with the last amendment made pursuant to Ordinance BOC 2018-06; and,

**WHEREAS**, the Health Department has recommended changes to the current Fee Schedule to take effect in January of 2022 as set forth hereinafter on Amended Schedule A attached hereto; and,

**WHEREAS**, the Commissioners concur with the Health Department's recommendations regarding the proposed changes to the Fee Schedule and find that the recommended changes attached as Amended Schedule A are reasonable and not in excess of the cost for providing for such services.

**BE IT THEREFORE ORDAINED** by the Commissioners that on or after January 1, 2022 and the publication of the amended fee schedule adopted herein, the schedule of fees charged for services provided by the Health Department shall be as shown on Amended Schedule A attached hereto and made a part hereof, with such fees to be collected and disbursed in accordance with Section IV-A of the Tipton County Code.

**BE IT FURTHER ORDAINED** that all other provisions of the current Fee Schedule inconsistent with Amended Schedule A attached hereto, are hereby repealed, and that all other provisions of the current Fee Schedule and the Tipton County Code, except as expressly amended in this Ordinance, are hereby ratified and confirmed and the same shall remain in full force and effect.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Ordinance 2021-07

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TIPTON COUNTY, INDIANA BOARD OF  
COMMISSIONERS BY:

\_\_\_\_\_  
Dennis Henderson  
President

\_\_\_\_\_  
Tracey Powell  
Vice President

\_\_\_\_\_  
Nancy Cline  
Member

ATTEST:

\_\_\_\_\_  
GREGG A. TOWNSEND

Tipton County Auditor

Prepared by:

Mark R. Regnier

Tipton County Attorney

120 S. West Street

Tipton, Indiana 46072

765-675-2211

[markregnieratty@gmail.com](mailto:markregnieratty@gmail.com)

I affirm under the penalties for perjury that I have taken reasonable care to redact each social security number in this document unless required by law. Mark R. Regnier

**AMENDED SCHEDULE A**

Fee Schedule established and collected in accordance with Section IV-A and made thereof of this Ordinance

**SECTION III – A**

**NEW                      OLD**

**PERSONAL HEALTH SERVICES:**

TDaP	Current contracted price	\$34.00
Hepatitis B Series	Current contracted price	\$153.00
Hepatitis A Series	Current contracted price	\$134.00
TB Skin Test	\$20.00	\$15.00
Pneumonia Vaccination		
• Prevnar 13	Current contracted price	\$184.00
• Pneumovax23	Current contracted price	\$95.00
Influenza Vaccination	\$20.00	No Change
A1C	<del>\$40.00</del>	<del>No Change</del>
Cholestec	<del>\$20.00</del>	<del>No Change</del>
First Aid	<del>\$20.00</del>	<del>No Change</del>
CPR	\$10.00	\$40.00
Vaccination Admin Fee	\$10.00	No Change

**SECTION III-B**

**VITAL RECORDS SERVICES:**

Birth Certificate	\$10.00	No Change
Death Certificate	\$10.00	No Change
Home Birth	\$10.00	No Change

**SECTION III – C & D**

**ENVIRONMENTAL HEALTH SERVICES**

**RETAIL FOOD SERVICES:**

Establishment License/ Number of Employees		
One (1) to Five (5)	\$150.00	\$125.00
Six (6) to Nine (9)	\$175.00	\$150.00
Ten (10) or more	\$225.00	\$200.00

**TEMPORARY FOOD SERVICE PERMIT:**

One (1) to Three (3) Consecutive Days	\$30.00	No Change
Four (4) to Fourteen (14) Consecutive Days	\$60.00	No Change
Late fee for Temporary Food Permits for Festivals	<del>\$20.00</del>	<del>No Change</del>

**SEASONAL FOOD PERMITS:**

Three Months	\$75.00	No Change
Six Months	\$105.00	No Change
Nine Months	\$135.00	No Change

**SEPTIC PERMITS**

New Residential System	\$200.00	No Change
Repair/Replacement of Residential System	\$150.00	No Change
New Commercial Construction	\$400.00	No Change
Repair/Replacement of Commercial System	\$300.00	No Change
Septic Installer License	\$50.00	No Change
Re-examination fee per person	\$20.00	No Change

**TATTOO & BODY PIERCING**

Tattoo or Body Piercing Establishment Permit	\$150.00
Tattoo Permit per Artist	\$50.00
Body Piercing Permit per Piercer	\$50.00

**RABIES**

Animal Head Shipment to ISDH Rabies Lab

\$20.00

**SECTION III – E**

Late Fee: assessed on any permit not renewed by the expiration date \$25.00. Daily Late Fee: Should a permit not be renewed by the expiration date, \$10.00 additionally per day, will be assessed each late permit fee, in addition to the original \$25.00 late fee.

**\*Administrative Fines:**

- A. When the Health Officer finds that an individual has violated, or continues to violate, any provision of an Ordinance, permit, or order issued hereunder, or any other Standard or Requirement, the Health Officer may issue a fine in an amount not to exceed \$2,500.00 per violation, per day. The assessment of administrative fines on a per-violation, per-day basis shall be at the discretion of the Health Officer. In the case where violations of monthly or other long-term violations are documented, fines shall be assessed for each day during the period of violation.
- B. Unpaid charges, fines, and penalties shall, after sixty (60) calendar days, be assessed an additional penalty of twenty-five percent (25%) of the unpaid balance, and interest shall accrue thereafter at a rate of 3 percent (3.0%) per month. A lien against the User's property shall be sought for unpaid charges, fines, and penalties. Any individual subject to a charge, fine, or penalty hereunder shall, in addition, pay all reasonable attorney fees incurred by Tipton County and/or Tipton County Health Department in enforcing or collecting such charges, fines, or penalties.

Motion by Commissioner Cline to approve Ordinance BOC2021-07. Second by Commissioner Powell. Motion carries.

**Precinct Redistricting - Amended Corrected Order**

Motion by Commissioner Cline to rescind the Order to Redraw Voter District Lines passed on November 24, 2021 and to accept the new one. Second by Commissioner Powell. Motion carries.

**Chamber of Commerce – Kegan Schmicker**

Mr. Schmicker stated that 20 people had attended the 'so you want to be an elected official' event. He requested that the Commissioners provide \$75,000 of a \$151,000 contract to brand Tipton County. Commissioner Powell stated that it is a lot of money and that he has a meeting with Marlon Webb to discuss the matter. Mr. Schmicker stated that there would be an reoccurring expense, in addition to the initial start-up. Commissioner Cline stated that the Soy Bean Council had just gone through the process and that she would talk to them. The matter was tabled.

**Minutes for November 8, 2021**

Motion by Commissioner Powell to approve the minutes for November 8, 2021, as presented. Second by Commissioner Cline. Motion carries.

**Minutes for November 22, 2021**

Motion by Commissioner Cline to approve the minutes for November 22, 2021, as presented. Second by Commissioner Powell. Motion carries.

**Official Bonds for Auditor, Treasurer, and Sheriff**

Motion by Commissioner Cline to approve the Official Bonds for the Auditor, Treasurer, and Sheriff. Second by Commissioner Powell. Motion carries.

**Committee Reports**

Commissioner Cline asked about bidding for the Clerk’s Record Digitization. Attorney Regnier is working on the RFP to present for approval on December 20,2021.

She asked about the Courthouse roof. County Engineer Beer has gotten an engineer to dispute the denial of claim. Commissioner Cline also asked about hiring a part time janitor. That has been advertised.

Commissioner Powell stated that the REDI program is about to wrap up. A presentation was made to the Indiana Economic Development Commission. Commissioner Powell stated that they were impressed. We should have their decision before year end.

**Public Comment - none**

Motion by Commissioner Powell to close public comment. Second by Commissioner Cline. Motion carries.

Motion by Commissioner Cline to adjourn the meeting. Second by Commissioner Powell. Motion carries.

Approved this 20th day of December, 2021

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Dennis Henderson, President

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Tracey Powell, Vice President

\_\_\_\_\_  
Nancy Cline, Commissioner

Attest:

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Gregg A. Townsend, Tipton County Auditor  
Respectfully submitted by Gregg A. Townsend