

## **TIPTON COUNTY BOARD OF COMMISSIONERS' MEETING: JANUARY 03, 2023**

The Tipton County Board of Commissioners met in Regular Session on Tuesday, January 3, 2023, at 9:00 a.m. in the 1<sup>st</sup> Floor Meeting Room, 101 E. Jefferson Street, Tipton, IN.

Present: Dennis Henderson, Nancy Cline, Tracey Powell

Other Present: Melissa Pickering, Brett Morris, Phil Beer II, Matt Tebbe, William Steen, Steve Niblick, Mark Regnier, and members of the public.

The meeting was called to order by Commissioner Henderson who led in the Pledge of Allegiance. Reverend James Snapp, Jr., from Curtisville Christian Church, offered a word of prayer.

### **IN THE MATTER OR CLAIMS AND REPORTS:**

**Salary Claims/Payroll Expenses:** The Commissioner's Salary/Hourly and Overtime Expense Claims for payment on January 6, 2023, in the amount of \$223,864.61, were submitted by Crystal Worthey and approved as presented on a motion made by Commissioner Cline. The motion was seconded by Commissioner Powell. The motion carried.

Commissioner Cline questioned Crystal regarding Director Chuck Bell of 911/EMA, on whether the State of Indiana pays half of his salary. She replied that the State does now pay ½ of his salary.

**Operating Claims:** The Commissioner's Early Docket, Big Cicero and Miscellaneous Claims were approved as follows:

Early Docket #1: Cell phone for Noah Pyke in the amount of \$120.00, was approved on a motion made by Commissioner Powell, and seconded by Commissioner Cline. The motion carried.

Early #2: Kirby Risk for Rich Vautaw in the amount of \$152.99, for Courthouse Supplies was approved on a motion made by Commissioner Cline, and seconded by Commissioner Powell. The motion carried.

Early #3: Postage for the Auditor's Office in the amount of \$360.00, was approved on a motion made by Commissioner Powell, and seconded by Commissioner Cline. The motion carried.

Early #4: Miscellaneous items for departments requesting payment from 2022, in the sum of \$1299.43, was approved on a motion made by Commissioner Cline, and seconded by Commissioner Powell. The motion carried.

Big Cicero: Claims in the sum of \$26,123.52 was approved by Commissioner Powell, and seconded by Commissioner Cline. The motion carried.

Miscellaneous Claims: Claims in the sum of \$386,262.17, was approved by Commissioner Cline and seconded by Commissioner Powell. The motion carried.

**Meeting Minutes:** Meeting Minutes were not submitted for approval.

### **Tipton County Highway Department:**

Tipton County Highway Department, Brett Morris Highway Superintendent ordered the 550 Truck and is waiting for it to be delivered. He reported that due to the light snow, the department was not busy with cleaning of the roads.

**Tipton County Highway Engineer:**

Highway Engineer Phil Beer, reported that the legal notice regarding the BOT Project was advertised on January 30<sup>th</sup> and will be again this month, as required. There are additional steps to be considered. He has a proposal from Ratio. INDOT informed him that NIPSCO is putting in a line in the access right of way, and although this is not an INDOT project, they will have inspectors on site. Phil submitted an Engineer's Progress Report. Commissioner Cline commented on a road east of 213 and 237 needed to be looked at as it is in poor shape. She also noted the extra traffic on Division Road and wanted to know if there would be shoulder area added due to the increased traffic. Phil also stated that when the road is resurfaced, the shoulder work would be considered at that time. Commissioner Cline also noted that on Co. Road 550, there is insufficient shoulder and is only 22 feet wide.

**Sheriff's Department:**

Sheriff Matt Tebbe stated that the department was in good order. He also complimented prior Sheriff Frawley for his guidance and assistance in passing on information for a successful transition. Matt also stated that he was looking forward to working with the Commissioners.

**ANNUAL COUNTY BOARD APPOINTMENTS FOR 2023:**

**Planning Commission Appointment:** Chase Meynke was appointed as the BOC Citizen for outgoing Matt Tebbe. The appointment motion was made by Commissioner Powell, and seconded by Commissioner Cline. The motion carried.

**City Planning Commission:** Commissioner Powell was appointed to the City Planning Commission by a motion made by Commissioner Henderson and seconded by Commissioner Cline. The motion carried.

**Board of Zoning Appeals:** Commissioner Cline moved to appoint Scott Gasho to the BZA. Commissioner Powell proposed Korey Henderson to be appointed to the BZA. Commissioner Henderson seconded Commissioner Powell's motion to appoint Korey Henderson to the BZA and the motion was seconded by Commissioner Cline. The motion carried.

**Joint E-911 Executive Board:** Commissioner Powell moved to reappoint Commissioner Henderson to the 911 Executive Board. Commissioner Cline seconded the motion, and the motion carried.

**Joint E-911 Advisory Committee:** Tabled to the next meeting.

**Emergency Management Advisory Council:** Tabled to the next meeting.

**Alcohol Beverage Commission:** Commissioner Henderson made a motion to appoint John Colter to the Alcohol Beverage Commission. Commissioner Cline seconded the motion and the motion carried.

**Library Board:** Mark Baird is current and this Board does not require appointment to the Board until May of 2026.

**Community Center Board:** Commissioner Powell stated that Sara Pearce may be interested. This appointment was Tabled at this time.

**Animal Control Contact:** This Board is not currently active and no appointment was made.

**Big Cicero Creek Board:** Commissioner Cline stated that Austin Henderson was interested in being on the board and made a motion to appoint him. Commissioner Powell seconded the motion, and the motion carried.

**Tipton County Foundation:** Commissioner Powell made a motion to reappoint Abby Hobbs. The motion was seconded by Commissioner Cline, and the motion carried.

**Solid Waste Board:** Commissioner Cline made a motion to appoint Alice Book, Commissioner Powell seconded the motion, and the motion carried. Commissioner Henderson stated that Nancy Cline and Tracey Powell are also to be appointed to the Board as there is a requirement for two County Commissioners to serve on this board as well.

**PTABOA:** Commissioner Cline stated that Shannon Cassons was in favor of reappointing Phil Heron and Ken Ziegler to the board. Commissioner Powell seconded the motion, and the motion carried.

**Goodwill Committee Board:** Commissioner Cline made a motion to appoint Commissioner Henderson. Commissioner Powell seconded the motion, and the motion carried.

**Emergency Management Director:** Commissioner Henderson stated that Chuck Bell desired to remain on the board at this time.

**County Attorney:** Mark Regnier stated he did not recall if the contract was one or two years; however, he will review and report back to the Commissioners.

**Redevelopment Commission:** Commissioner Cline stated that she would like Tom McKinney to remain on this Redevelopment Commission. Commissioner Powell made a motion to reappoint Tom McKinney and Monty Henderson to the Commission. The motion was seconded by Commissioner Cline, and the motion carried.

**Tipton County Drainage Board:** Commissioner Cline made a motion to reappoint Commissioner Henderson and Commissioner Powell to the Board. Commissioner Powell seconded the motion, and the motion carried.

**County Engineer:** Commissioner Henderson stated that the Board of Commissioners had already signed the contract with the County Engineer.

**Tipton County Drainage Board:** Commissioner Powell made a motion to reappoint the three Commissioners to the Drainage Board as they are required to be on the board. Commissioner Powell seconded the motion, and the motion carried.

**Tipton Governmental Economic Development Alliance:** It was determined that this board is inactive.

**Ambulance Oversight:** It was determined that this board was dissolved.

**Regional Planning Organization Board:** Commissioner Henderson made a motion to reappoint Commissioner Powell on the Board. Commissioner Cline seconded the motion, and the motion carried.

**American with Disabilities (ADA) Coordinator:** Commissioner Powell made the motion to reappoint Sherri Crawford for the ADA Coordinator. Commissioner Cline seconded the motion and the motion carried.

**Area Five Council on Aging:** Commissioner Cline made the motion to nominate Leslie Woods to the Council. Commissioner Powell seconded the motion, and the motion carried.

**Audit Finance Committee:** It was determined that this Committee was disbanded.

**Jail Building Corporation:** It was determined that this was dissolved.

**Finance Committee:** Commissioner Cline made a motion to appoint the three Commissioners to the Committee. Tracey Powell seconded the motion, and the motion carried.

**County Board of Health:** Commissioner Cline made a motion to appoint both Allison Jarvis and Destry Lambert to the Health Department Board. Commissioner Powell seconded the motion, and the motion carried.

### **DEPARTMENT CONTRACTS:**

IT Director, Bill Steen proposed the Netfidelis out of Noblesville to assist him with IT when necessary. He noted that the hours purchased has expired. He requested that the company change the contract to state that the hours never expire. This is an open-ended contract. Bill stated that he had sent the contract to Attorney, Mark Regnier for review. Bill would like to enter into this updated contract. Commissioner Cline made a motion to allow Bill Steen to sign the contract. Commissioner Powell seconded the motion, and the motion carried.

Bill Steen asked that all Boards inform the Auditor's Office in order to schedule the first-floor meeting room and get their meeting schedules to him to upload to the website. The Auditor stated that she would draft a letter for the review of the Commissioner's to go out to the Boards to inform them of this request.

Attorney, Mark Regnier asked about the title of the elected official's emails. Bill Steen stated that he would streamline the elected officials' emails with the title of their office rather than the individual's name.

### **OFFICIAL ELECTED OFFICIAL SURETY BOND APPROVAL:**

Auditor Pickering stated that there are three Elected Official Bonds requiring the signature of the three Commissioner's. The Western Surety Bond amounts are as follows:

Auditor, Melissa D. Pickering, Elected Official Bond, in the amount of \$300,000.

Sheriff, Matt Tebbe, Elected Official Bond, in the amount of \$150,000.

Treasurer, Gregg Townsend, Elected Official Bond, in the amount of \$300,000.

Commissioner Cline made a motion to approve the three bonds as stated. Commissioner Powell seconded the motion, and the motion carried.

### **WEX CREDIT CARDS:**

Commissioner Powell stated that Bruce has a Wex Card for gas purchases. Rich Vautaw wants to take over the credit card. Sheriff Tebbe suggested the card be switched to Rich Vautaw. A motion was made by Commissioner Powell to allow Sheriff Tebbe to change the name from Bruce to Rich Vautaw on the Wex credit card. Commissioner Cline seconded the motion, and the motion carried.

Sheriff Tebbe stated that there are Wex credit cards for gas for every officer in the Sheriff's department.

Steve Niblick stated that the Planning Commission has several Wex credit cards for gas for his department.

Steve Niblick discussed an Ordinance that was discussed at the last meeting in December of 2022. This Ordinance was tabled on December 19<sup>th</sup> by the Board of Commissioners. This Ordinance is in regard to the Solar Energy Ordinance 2022-13 amending Ordinance 2008-12. Commissioner Cline addressed the Ordinance relative to the requirement of a bond to be purchased to decommission the Solar Panels prior to obtaining a permit. Should the individual not proceed with the Solar Panel Project, they would be out money for decommissioning well before even obtaining a permit. She also discussed a contradictory statement within the Ordinance that needs to be reviewed. Commissioner Cline stated that Solar Energy needs to be looked at in the Comprehensive Plan and that there should be consistency with an overall plan in consideration to how the County desires to look at energy. She asked that there be a few amendments in the Plan Commission to the Solar Ordinance. Attorney, Mark Regnier recommended a motion be made on the Ordinance for review by the Planning Commission and approve on the first reading. Commissioner Powell made the motion to approve the first reading on Ordinance 2022-13. Commissioner Cline seconded the motion, and the motion carried.

### **COUNTY VEHICLE INVENTORY:**

Commissioner Cline asked that the county obtain a list of vehicle assets. Auditor Pickering stated that she would reach out to the departments to obtain a full inventory list of vehicles.

### **COUNTY BUILDING USE:**

Commissioner Cline addressed the use of the County Government Building being used by non-county individuals after hours and a concern in this regard. Commissioner Powell asked Attorney, Mark Regnier how this should be addressed. Commissioner Cline stated that Security Personnel, Kevin Stiner might address the use of the County Building and a Master Key for security reasons. Kevin stated that there currently is not a master key to every office in the County Building. This should be addressed moving forward when rekeying locks or the option and cost of door card swipes where access can be better controlled. It was determined that the cost of this is under review and there has been an issue where vendors have not followed up with their departments. Bill Steen and Kevin Stiner stated that they are looking into a Grant for Security. Bill and Kevin will look at the overall cost of door card swipes. Commissioner Cline and Attorney, Mark Regnier also discussed how the disciplinary action would be imposed if an individual violated the security within the building. Attorney, Mark Regnier will draft a policy in-regard to violation of the security policy.

### **EDIT PLAN:**

Commissioner Cline asked for a special meeting to address the update the EDIT Plan on January 17, 2023, just prior to the Commissioner's Meeting.

### **EXECUTIVE SESSION:**

Attorney, Mark Regnier asked for an Executive Session to discuss litigation on January 10, 2023, at 1:00 p.m.

### **COUNTY OWNED VEHICLE POLICY:**

Commissioner Cline asked if there was a county policy regarding the use of county owned vehicles. Attorney, Mark Regnier stated that he would get a copy of the policy to the Commissioner's prior to the next meeting.

### **ORDINANCE 2022-13, Amending 2008-12 MORATORIUM:**

Steve Niblick asked about the deadline date for the Moratorium on Ordinance 2022-13, amending 2008-12. Commissioner Powell stated that the Moratorium would end February 1<sup>st</sup>.

**READY GRAND IEDC:** Jim Ankrum stated that the Sub-recipient agreement Grant has been granted although no funds have been received as of yet. He stated that he and Tracy have a meeting at the Grissom Office to gather information. Jim Ankrum stated he would get a copy of the Grant to the Auditor.

### **COUNTY VEHICLE PLATES:**

Rich Vautaw stated that he would like to ensure that Surveyor Henderson has the plate that belongs to the Maintenance Truck. Kevin Stiner stated that the license plate on the Surveyor's vehicle belongs to the maintenance vehicle. The Auditor's Office will obtain a vehicle license plate for the Surveyor's vehicle through the BMV. Attorney, Mark Regnier requested a motion from the Commissioners to allow the Auditor to obtain a plate for the Surveyor's vehicle. A motion was made by Commissioner Cline. The motion was seconded by Commissioner Powell, and the motion passed.

### **AUDITOR COMMENTS:**

Auditor Pickering stated that Lindsay Ogden was preparing for severe winter storm weather and a warming station at the Cicero Volunteer Fire Department. Commissioner Powell stated that they were preparing for repair of the Emergency Generator.

The Auditor addressed the Ordinance 2022-06, for a non-reverting fund 4508 for road maintenance on the truck route restricting travel; whereas, it was tabled with the prior Auditor on December 19, 2022. Attorney, Mark Regnier commented that this was more involved and needed to be tabled until the next meeting. He stated that there was an amendment regarding this Ordinance and that this may have already been signed. Mark Regnier will check on this Ordinance and update the Board at the next meeting.

Auditor Pickering requested permission of the Board to obtain a quote for rekeying the core of the locks for four doors in the Auditor's Office. There are sensitive personnel records that should be secured and for this reason she is asking for new cores to the doors in that area. She asked for the Board to allow a quote for this to be done so that these records can be secured. Commissioner Cline made a motion for security and the Auditor to obtain a quote to rekey locks for the Auditor's Office.

Auditor Pickering stated that there are old chairs, desks and other items that need cleared from the Auditor's Office and asks for permission to either sell or auction old outdated and damaged items that are stockpiled in the Auditor's Office and areas.

**Indiana Land and Liberty Coalition:** Beck Bechtol addressed the Board and thanked them for taking the time to send the amendment of Ordinance 2022-13 back to the Planning Commission for amendments. She also thanked the Board for allowing her public comment.

### **BUSINESS OWNER/CORONER'S OFFICE:**

Brad Nichols discussed a claim that was denied at the last Commissioner's Meeting in the sum of \$900.00. He stated that the Coroner's Office has always worked with all of the Funeral Homes and offered the refrigeration unit to them if needed. He stated that the Coroner's Office has always functioned from the funeral home for over 60 years. The Coroner needs space to take care of the deceased in a respectful way and that the funeral home has always provided this space. He stated that the Coroner has never had a space provided by the County. He stated that

the county purchased a refrigeration unit that was housed at IU Health and when that area was repurposed, it was moved to the funeral home and offered to other funeral homes for use as needed. He stated that when the Coroner's Office is called, not always does an autopsy need to be performed nor does the Coroner transport the deceased. At one time, it was discussed that the Coroner's unit be considered when building the new Jail; however, that did not come to fruition. Brad stated that when Ball Memorial decided not to do autopsies, that the services were reverted back to the funeral home in order to provide services to Tipton County. In 2019, he approached the Board asking for rent to be paid. At that time, the Prosecutor was off-site and had rent payments made. In 2019, payments were made to the funeral home for rent although no contract was entered into. The funeral home provides services for the deceased as well as viewing of the family. When the claim was submitted to the County, the Commissioners denied the claim. Brad stated that the rent claim were approved in 2021 and 2022; however, the claim presented in the sum of \$900 was denied and there was no communication when the claim was denied in August of 2022. It was his understanding that the Adhoc Committee that was assigned to this, was to propose and draft a contract to move forward on this. In account line 1000.31500.000.068, the Coroner's Office is paid through outside professional services. The \$900 was for six individual autopsies that were performed by the Coroner's Office Pathologist. They make special arrangements to coordinate these autopsies in conjunction with their funeral home families in order not to disturb funeral services. Coroner's duties are often not able to be performed while families are in the funeral home for obvious reasons. There was discussion regarding how the contract should be written due to the fact that the Coroner's Office cannot determine how many autopsies will be performed. There currently is not a Coroner's Office facility and due to this, the funeral home provides the services. Commissioner Powell wanted to know what percentage of the time the funeral home is utilized for autopsies. Councilman and business owner, Brad Nichols stated that he cannot determine how many autopsies will be performed. There are times where the Coroner goes out and the Coroner takes custody of the deceased and times when they do not and the individual is transported to another funeral home. Brad Nichols stated that he cannot determine the number of autopsies in a given year. Brad asked for the Commissioners to consider the encumbrance of the \$900. Auditor Pickering stated that the encumbrance would need to be done relatively soon in order to consider the payment of this claim in 2023. Auditor Pickering will facilitate an encumbrance with the Coroner presenting the encumbrance to their office.

### **PUBLIC COMMENT:**

Bob Edinger asked about the 60 acres purchased by the County at the Industrial Park. Commissioner Henderson stated that 6 acres was sold for Solar Energy to a company. Mr. Edinger wanted to know if the farmer would continue to farm the land and what the contract addresses. Commissioner Cline stated that this would need to be addressed this year and make a recommendation on the rent per acre with the city. She suggested using the Purdue Annual to make this decision. The tenant is currently Schulenberg. Attorney, Mark Regnier will pull this agreement and send it to the Board.

Commissioner Cline made a motion to close public comment. Commissioner Powell seconded the motion, and the motion carried.



Commissioner Cline made the motion to adjourn. Commissioner Powell seconded the motion and there being no further business, the meeting was adjourned.

Approved this 3<sup>rd</sup> day of January, 2023.

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Dennis Henderson, President

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Nancy Cline, Vice President

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Tracey Powell, Commissioner

Attest:

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Melissa Pickering, Tipton County Auditor and  
Secretary to the Board of Commissioners