

# Board of Commissioners Meeting

12-26-2018

Present: James Mullins, Gerald Shuck, Mark Manier

Others Present: Stan Jones, Evan M. Smith, Lou Ann Millett, Bob Edinger, Vicky Boyd, Dennis Henderson

The meeting was opened with the Pledge of Allegiance.

President Mullins recognized Gerald Shuck for his four years serving Tipton County as a Commissioner and serving on various boards.

## **Amendments to Agenda:**

CCI, Ambulance and Ambulance Board, Judge's request to close Courthouse November 27, 2018 for swearing in of newly elected officials.

## **Payroll – Crystal Worthy**

Motion by Commissioner Shuck to approve payroll, check date December 28, 2018, in the amount of \$154,694.89. Second by Commissioner Manier. Motion Carries.

## **Claims – Crystal Worthy**

Motion by Commissioner Shuck to approve a separate claim, dated December 26, 2018, to Mark Regnier, in the amount of \$80.00 and to Fastenal, in the amount of \$3,525.54, totaling \$4,325.54. Second by Commissioner Mullins. Motion carries.

Motion by Commissioner Shuck to approve a separate claim, dated December 26, 2018, to Mark Regnier, in the amount of \$80.00 and to Fastenal, in the amount of \$3,525.54, totaling \$4,325.54. Second by Commissioner Mullins. Motion carries.

Motion by Commissioner Shuck to approve transfer of \$1,817.50 from General, Commissioners Outside Professional Services (1000.31100.000.0068), to County Attorney (1000.31001.000.0068) to pay claims. Second by Commissioner Manier. Motion carries.

Motion by Commissioner Shuck to approve transfer of \$532.88 from General, Courthouse Repair & Maintenance (1000.36000.000.0161) to Courthouse Monthly Maintenance (1000.36501.000.0161), Second by Commissioner Manier. Motion carries.

Motion by Commissioner Shuck to approve miscellaneous claims for docket date December 26, 2018, in the amount of \$546,323.49. Second by Commissioner Manier. Motion carries.

## **Amendment to Employee Handbook – Benefit days to hours and comp time pay out at year end**

Motion by Commissioner Shuck to amend the Employee Handbook to convert benefit days to 7 hours and to pay out Compensatory time at the end of the year instead of quarterly. Second by Commissioner Manier. Motion carries.

## **Materiality Threshold**

Motion by Commissioner Shuck to authorize the County Attorney to prepare a resolution to set the materiality threshold at \$300. Second by Commissioner Manier. Motion carries.

## **Capital Assets Threshold for the Annual Financial Report**

Motion by Commissioner Shuck to authorize the County Attorney to prepare a resolution to set the

Capital Asset threshold at \$5,000 for purposes of preparing the Annual Financial Report and to include departmental inventories, to include sensitive items with serial numbers. Second by Commissioner Manier. Motion carries

**Sheriff Sealed Bids for 2020 Ford Explorers – Evan Smith**

Evan Smith reported that only one bid had been received, as Brad Howell Ford chose not to submit a bid. Commissioner Shuck opened the sealed bid from Tipton Ford and read the bid of \$32,789.34 each. Action on the bid was tabled.

**Highway**

President Mullins reported that the Highway Department will also take the matter of purchasing adjacent land to the County Council for their approval.

**County Engineer** – Report submitted electronically

**Health Department Amended Fee Schedule – Ordinance BOC2018-06 – Public Hearing and Second Reading**

**ORDINANCE BOC 2018-06  
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 provided by the Tipton County Health Department (hereafter “Health Department”) to the public; and,

**WHEREAS**, the Health Department Fee Schedule has been previously amended, with the last amendment made pursuant to Ordinance BOC 2015-08; and,

**WHEREAS**, the Health Department has recommended changes to the current Fee Schedule to take effect in 2019 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.

**THEREFORE BE IT ORDAINED** by the Commissioners that on or after January 1, 2019, the schedule of fees charged for services provided by the Health Department shall be as provided for 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.

**BE IT FURTHER ORDAINED** that the change in fees set forth on Amended Schedule A attached hereto shall take effect after passage, and after publication as provided for by law.

Passed and adopted this 26th day of December, 2018.

TIPTON COUNTY, INDIANA BOARD OF  
COMMISSIONERS BY:

\_\_\_\_\_  
James N. Mullins, PhD.  
President

\_\_\_\_\_  
GERALD SHUCK  
Vice President

\_\_\_\_\_  
MARK MANIER  
Member

ATTEST:

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GREGG A. TOWNSEND  
Tipton County Auditor  
Prepared by:  
Mark R. Regnier  
Tipton County Attorney

**AMENDED SCHEDULE A**

Fee Schedule established and collected in accordance with Section IV-A and made thereof of this Ordinance  
No. BOC 2018-06.

(Amends fee schedule adopted 11/30/2015 in Ordinance No. 2015-08)

**SECTION III – A**

**PERSONAL HEALTH SERVICES:**

	<b>NEW</b>	<b>OLD</b>
TDaP	\$34.00	No Change
Hepatitis B Series	\$153.00	\$171.00
Hepatitis A Series	\$134.00	\$140.00
TB Skin Test	\$15.00	No Change
Pnuemonia Vaccination		
• Pevnar 13	\$184.00	
• Pneumovax23	\$95.00	
Influenza Vaccination	\$20.00	No Change
A1C	\$40.00	No Change
Cholestec	\$20.00	No Change
First Aid	\$20.00	No Change
CPR	\$40.00	No Change
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)	\$125.00	No Change
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Six (6) to Nine (9)	\$150.00	No Change
Ten (10) or more	\$200.00	No Change
<b>TEMPORARY FOOD SERVICE PERMIT:</b>		
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	\$20.00	No Change
<b>SEASONAL FOOD PERMITS:</b>		
Three Months	\$75.00	No Change
Six Months	\$105.00	No Change
Nine Months	\$135.00	No Change
<b>SEPTIC PERMITS</b>		
New Residential System	\$200.00	\$150.00
Repair/Replacement of Residential System	\$150.00	\$100.00
New Commercial Construction	\$400.00	
Repair/Replacement of Commercial System	\$300.00	
Septic Installer License	\$50.00	\$35.00
Re-examination fee per person	\$20.00	No Change

President Mullins opened the Public Hearing on Ordinance BOC2018-06. There were no comments. Motion by Commissioner Shuck to close Public Hearing. Second by Commissioner Manier. Motion carries.

Motion by Commissioner Shuck to approve Ordinance BOC2018-06, as presented. Second by Commissioner Manier. Motion carries.

**Resolution BOC2018-10 Amendments to Comprehensive Plan - US31 Corridor Improvements**

**RESOLUTION NO. BOC2018-10**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF TIPTON COUNTY, INDIANA AMENDING THE TIPTON COUNTY COMPREHENSIVE PLAN**

**WHEREAS**, Indiana Code (“IC”) Section 36-7-4-501 through IC 36-7-4-512, and as amended from time to time, provides for the creations and amendment of a Comprehensive Plan (“Comprehensive Plan”); and

**WHEREAS**, the Plan Commission did initiate a process to consider amendments to the Comprehensive Plan as it pertains to the Transportation and Mobility Section of the Plan, and

**WHEREAS**, the Plan Commission did, in considering the proposal to amend, pay reasonable regard to the existing Comprehensive Plan, current conditions, and character of structures and uses in each district, the most desirable use for which the land in each district is adapted, the conservation of property values throughout the jurisdiction, and responsible development and growth, and

**WHEREAS**, the Plan Commission did hold a legally noticed public hearing on the matter on December 6, 2018, and

**WHEREAS**, the Plan Commission did give a favorable recommendation by a 7-0 vote on the matter on December 6, 2018, and

**WHEREAS**, the Plan Commission did certify to the Board of Commissioners on December 7, 2018 the attached amendments.

**NOW THEREFORE, BE IT ORDAINED** by the Board of Commissioners of Tipton County, Indiana, that the Tipton County Comprehensive Plan adopted July 12, 2013, as amended, is further amended as follows:

**SECTION ONE:** Attachment A of this Ordinance replaces in whole the Section entitled US 31 Corridor Improvements located on page 5.2, and

**SECTION TWO:** Attachment B of this Ordinance replaces in whole the Section entitled Planning for Future Improvements located on pages 5.4 and 5.5, and

**SECTION THREE:** Remove the photograph on page 5.4 entitled ‘U.S. Routh 31 - SR 28 Interchange Right-of-Way Requirements’.

**BE IT FURTHER RESOLVED** that the Tipton County Plan Commission administrator is authorized and directed to make those changes approved herein to the Tipton County Comprehensive Plan.

**DULY ADOPTED** on this 26th day of December, 2018 by the Tipton County Board of Commissioners of Tipton County, Indiana.

BOARD OF COMMISSIONERS OF  
TIPTON COUNTY, INDIANA

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Dr. James N. Mullins, P.H.D. – President

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Gerald Shuck – Vice President

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Mark Manier – Member

ATTEST:

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Gregg A. Townsend – Tipton County Auditor

## Attachment A

Pages 5.2

### US 31 Corridor Improvements

Improvements are currently underway to make the US 31 corridor in Hamilton County function as a limited access highway and provide a by-pass of Kokomo just to the north of Tipton. The intent of the improvements is to enhance north-south mobility through areas which are more highly congested.

#### Right-of-Way Requirements

Prior to design and construction of a new interchange, INDOT typically has an Interchange Justification Study completed. This study evaluates the existing conditions and details the various design alternatives and associated impacts the proposed interchange may have on the area (e.g. costs of construction, amount of right-of-way required, property acquisitions, traffic operations, etc.). The Interchange Justification Study will provide a recommendation on whether a new interchange is a feasible option and identify the preferred interchange type. The type of interchange and actual design characteristics (e.g. use of MSE walls on ramps, survey date, etc.) will impact the amount of right-of-way required to accommodate the footprint of the interchange.

## US 31/SR 28 Interchange

While INDOT has not initiated an Environmental Impact Study for the Tipton section of US 31, the efforts of the US 31 Coalition, of which Tipton County is a member, continues to promote the completion of a limited access highway from Indianapolis to South Bend. The Hamilton County segment to the south and Howard County segment to the north are advance in terms of funding and construction, placing the Tipton County segment in a strong position. INDOT's completed interchange at the intersection of US 31 and SR 28 significantly increases the likelihood that the Tipton County portion of US 31 will be improved as a limited access highway.

## Communicate US 31 Vision

It is incumbent upon all stakeholders in Tipton County to plan for the eventuality of a limited access highway and, as such, utilize planning documents including the Thoroughfare Plan, Comprehensive Plan and Zoning Ordinance to communicate a community vision to INDOT and elected officials including legitimate needs relative to transportation planning.

Over the near term, the new Kokomo by pass could have significant impacts on the viability and potential of nearby existing and future commercial land use. A more detailed discussion of the land use around this portion of the U.S. 31 corridor can be found in **Section 4: Land Use and Development Plan**.

# Attachment B

Pages 5.4 and 5.5

## Planning for Future Improvements

Although INDOT has not commenced an Environmental Impact Study for a limited access highway in Tipton County at this time, the County has carefully planned, monitored, and will continue to monitor new developments to ensure proper placements of future interchanges and overpasses. These appropriately placed interchanges/overpasses strengthen the viability of future economic development opportunities for the entire County.

## US 31 Interchanges

The Transportation and Mobility Plan indicates four interchanges on US 31. The interchange on US 31 was completed in 2016 leaving three proposed and needed interchanges at Division Road, CR 450 N and CR 600 S.

### Division Road Interchange

In addition to the SR 28 interchange planned by INDOT, a second interchange is imperative at Division Road. This interchange would facilitate efficient truck access for the Chrysler plant, Total Seed Production, six confined feeding facilities that generate over 1,400 semi-truck loads per year as well as anticipated future industrial development to the north along CR 550/560 W and future development along the Norfolk Southern Railroad. The importance of this interchange can be established by the fact that a recent traffic study (performed by the Tipton Highway Department) verified that this one of the most heavily traveled county roads in Tipton County. This study was conducted from 9/25/2018 to 10/5/2018. In this study, average daily traffic east of US 31 on Division Road was 2562. Total volume of vehicles for the study was 20,820 (16,772 cars, 4,048 trucks) (Per-Vehicle Summary Report: Division Rd. east of 31, 2018). The interchange would also enhance access to the existing Northgate Industrial Park in the City of Tipton which would serve to keep truck traffic on Division Road instead of winding through residential neighborhoods to and from SR 28 (Jefferson Street) in the City of Tipton.

### CR 450 N Interchange

In order to provide public safety access to US 31 from Sharpsville, it is imperative to provide an interchange between Division Road and the Howard County line. This access would not only provide an

overpass that would ensure the economic and social link between the northwest portion of the county with Sharpsville but more importantly provide an emergency access point for the Sharpsville Fire/Rescue to any calls that may occur on US 31. This interchange is vitally important because it maintains avenues of travel for farm traffic, Tri Central School Corporation bus, students, and parents. The Tipton Highway Department implemented a traffic study on 450 N east of 31 from 9/25/2018 to 10/5/2018. Average Daily Traffic for this station was 256. Total volume of traffic over the duration of the study was 2,293 (1,803 cars, 490 trucks). 79% of the Average Daily Traffic was cars (Per-Vehicle Summary Report: 450 N east of 31, 2018).

#### CR 600 S Interchange

CR 600 S is one of three main east-to-west county thoroughfares; therefore, it is essential for access to US 31. An interchange on this road serving the southern portion of Tipton County is crucial for the public safety and agricultural logistics. The Tipton Highway Department also had a traffic study conducted on County 600 S east of State Road 19 from 9/25/2018 to 10/5/2018. Results from this study yielded that Average Daily Traffic was 1,573. The total traffic volume for the study was 12,521 vehicles (6,833 cars, 5,688 trucks) (Per-Vehicle Summary Report: 600 S east of 19, 2018).

#### US 31 Overpasses

The Transportation & Mobility Plan identifies primary overpass locations to facilitate east-west connection across US 31.

#### CR 200 N & CR 350 S Overpasses

An overpass represents connections that are critical to the functioning of the County as a social and economic entity. In addition to the three pertinent interchanges, overpasses are absolutely required at CR 200 N and CR 350 S to enhance public safety (police, fire, ambulance access) and agricultural logistics (farm machinery access east and west of US 31).

Prepared by: Steve Niblick  
Executive Director  
Tipton County Planning Commission  
101 East Jefferson Street  
Tipton, Indiana 46072

Motion to adopt Resolution BOC2018-10, A Resolution of the Board of Commissioners of Tipton County, Indiana Amending the Tipton County Comprehensive Plan, as presented. Second by Commissioner Manier. Motion carries.

#### Swearing in of Newly Elected Officials

President Mullins stated that the swearing in of newly elected officials would be held on December 27, 2018, at 11am in the Circuit Court room.

Motion by Commissioner Shuck to close the Courthouse offices from 11am to Noon for the swearing in of newly elected officials. Second by Commissioner Manier. Motion carries.

#### CCI Negotiation - concluded

CCI has agreed to accept \$20,000 as payment in full settlement of their claim to the county.

#### Ambulance Board

President Mullins stated that Seals had communicated to him that they were not getting enough runs to meet profit margins. The Hospital is now IU Health, not Tipton County. Dr. Mullins suggested giving Seals a 90 day notice on their contract and accepting bids for ambulance service from Seals and Lifeline (IU Health). He requested that no appointments be made to the ambulance board, for now.

Motion by Commissioner Shuck to give Seals a 90 day notice for contract termination to begin the negotiation process. Second by Commissioner Manier. Motion carries.

**Minutes for Joint Meeting of Board of Commissioners, County Council, and Redevelopment Commission -November 26, 2018**

Motion by Commissioner Shuck to approve the minutes for the Joint Meeting of the Board of Commissioners, County Council, and Redevelopment Commission on November 26, 2018, as presented. Second by Commissioner Manier. Motion carries.

**Minutes for December 10, 2018**

Motion by Commissioner Shuck to approve the minutes for December 10, 2018, as presented. Second by Commissioner Manier. Motion carries.

**Public Comments**

Bob Edinger, Mark Manier, Dennis Henderson, and Stan Jones thanked Gerald Shuck for his four years of service as Commissioner and the several boards on which he served. Gerald Shuck replied that it had been a privilege and honor working for the citizens.

Motion by Commissioner Shuck to close public comment. Second by Commissioner Manier. Motion carries.

Motion by Commissioner Shuck to adjourn the meeting. Second by Commissioner Manier. Motion carries.

Approved this 7<sup>th</sup> day of January, 2019

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James Mullins, President

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Gerald Shuck, Vice President

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Mark Manier, Commissioner

Attest:

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