

**COMMISSIONERS MEETING
REGULAR SESSION
NOVEMBER 20, 2023
9:00 AM**

ATTENDANCE:

COMMISSIONERS:	Thomas Helmer, President David Berry, Vice President Rick Woodall
COUNCIL:	Stephanie Campbell, President Phillip Gick
AUDITOR'S OFFICE	Kristina Berish
AUDIENCE:	22 Individuals

The Putnam County Board of Commissioners met on November 20, 2023, at 9:00 AM. The meeting was held at the Putnam County Courthouse. Tom Helmer opened the meeting and the pledge to the flag was given.

PLAN COMMISSION

Lisa Zeiner Harris Stone rezoning from A1 to ME – BZA met and gave it a favorable recommendation. When it was zoned, no record was made of it. Berry made the motion to approve Ordinance #2023-11-20-1. Helmer seconded. The motion passed unanimously.

Resolution comprehensive plan approved at the October 16, 2023 meeting. Just needs signatures. Resolution #2023-10-16-1.

Hosea Holdings from A2 to CG – The Plan Commission approved it. Helmer made the motion to approve Ordinance #2023-11-20-2. Woodall seconded. The motion passed unanimously.

PC unified development – Woodall made the motion to approve as presented Ordinance #2023-11-20-3. Berry seconded. The motion passed unanimously.

HEALTH DEPARTMENT

Allison McCarty presented an amendment to the septic ordinance. The technical review with the State had made the required revision. This is due to changes in the law due to the legislature. After approved, it still must go before the State to be approved before it is final. Helmer made the motion to approve Ordinance #2023-11-20-4. Berry seconded. The motion passed unanimously.

Brian Williams presented an engagement letter for legal services in connection with representation of the Putnam County Health Department. Helmer made the motion to approve. The Health Board wanted someone who specializes in public health matters. Helmer was at the Health Board meeting where this had been discussed. Woodall seconded. Berry opposed. The motion passed.

Brian Williams stated one of their employees had been threatened. They had spoken with the hospital regarding it, they said there was nothing they could do about it. The Health Department hired a company to assess the possible danger. They did find concerns, to rectify them it would cost \$10,151.70. The hospital said they could make the changes, but at the Health Departments expense.

Williams had submitted the invoice to the Commissioners prior to the meeting to review. He asked if the county could pay it. Ensley will look at if it could be paid from the cum cap fund. If the county doesn't pay for it, he will pay it from the grant fund. Woodall made the motion to approve it from the cum cap dev fund pending Jim Ensley stating it is an allowable expense. If it is, have the Auditor present an additional to the Council for review and approval. If it is not allowable county general. Helmer seconded. The motion passed unanimously.

Health Board appointments – The Council has an appointment now, as well as the City of Greencastle. Joe Custis will no longer sit on the board. The mayor gets to present 3 recommendations to the Commissioners and then they decide. The Commissioners appoint 6 to the board including the one now that they will do for the city. Custis cannot serve due to being a contractor in the county.

ADULT PROBATION GRANT

Chief Probation Officer Teresa Parrish stated they had received a grant for a gatekeeper. Will be helping with housing, employment, alcohol & drug...anything that the probation office needs. This is not a county employee but a contract with outside personnel. \$35,000 a year, no benefits. One-year contract. Ensley has reviewed it. Berry made the motion to approve. Helmer seconded. The motion passed unanimously.

HIGHWAY REPORT

Highway Engineer Jim Peck presented:

- 1) 2024 paving projects/2024-1-CCMG – application process starts in January 2024. Presented a list of potential paving projects in the amount of 2M, have 1M in the budget. Will need to sit down with the Commissioners again to go over the projects list.
- 2) Bridge 276 – change order #5 extends project completion date. Woodall made the motion to approve. Helmer seconded. The motion passed unanimously. Time extension only, no additional funds. Change order #6 is a \$27,457 deduction. Woodall made the motion to approve, \$5491.40 is county portion. Helmer seconded. The motion passed unanimously. Lastly, we need to accept the project. When he reviewed and CSX reviewed, they felt it had been completed. Woodall made the motion to finalize the contract for Bridge 276 with the State of Indiana. Helmer seconded. The motion passed unanimously. CSX change order paid them \$124,962. They have only invoiced the county \$33,168.53. Will be asking for a reimbursement of \$91,793.47.
- 3) Community Crossing matching grant project – INDOT chip/seal operation closed 231 for 5 days. Dump trucks from Martin Marietta stone quarry used CR 800S/CR 700S while north bound traffic on US 231 was restricted. John Fagg reported excessive truck traffic was damaging the road. INDOT indicated since US 231 was closed less than 5 days, no unofficial local detour agreement

was required. INDOT stated that US 231 was open to traffic after working hours. INDOT will not pay for damages to Craddock Road. Howard companies change order #2 in the amount of \$90,680.86. Peck did say they had money in the budget already appropriated to pay for repairs. Helmer made the motion to approve and pay the corrected invoice in the amount of \$90,680.86. The current claim submitted has incorrect information in it. Woodall seconded. The motion passed unanimously.

- 4) Enterprise fleet management – six pickup trucks is an annual cost of \$81,996.76. Tabled from last meeting. Peck said the money is in his budget. Helmer made the motion to approve. Berry seconded. The motion passed unanimously.
- 5) Annual bids – opened at the December 4th Commissioners meeting. Award bids at the December 18th meeting.
- 6) Highway bridge replacement – drainage study of existing small structures. Bridge #78 & #297 oversized.
- 7) Resolutions to keep things updated with INDOT. Woodall made the motion to approve the ADA Ordinance #2023-11-20-5. Helmer seconded. The motion passed unanimously. Title VI, Helmer made the motion to approve Ordinance #2023-11-20-6. Woodall seconded. The motion passed unanimously.
- 8) December 4 at 1:30 pm at the Highway the Commissioners will discuss paving projects for 2024.

MINUTES

October 25, 2023 – Helmer made the motion to approve. Woodall seconded. The motion passed.

November 6, 2023 – Woodall made the motion to approve. Helmer seconded. The motion passed unanimously.

HANDBOOK AMENDMENT – PART TIME HELP SECTION

The amendment is correcting the hours from 1,040 to 1,560. Helmer made the motion to approve Ordinance #2023-11-20-7. Woodall seconded. The motion passed unanimously.

ORDINANCE FOR THE ANNUAL FINANCIAL REPORT – BONDS & CAR-1

Auditor Berish had requested the ordinance due to issues they have been having getting information in a timely manner for the AFR her office is required to do for the State annually. Helmer made the motion to approve Ordinance #2023-11-20-8. Woodall seconded. The motion passed unanimously.

ANNEX

Woodall said the Commissioners and Council will be having a joint meeting on December 6 at 1 pm to discuss financing options, etc.

SALARY STUDY

Woodall said the county received it, but they submitted it in a way that now the county has to match employee to the proposed wage study. The Auditor's office is working on a report to present to the Council to review and start the discussion.

CUSTODIAL POSITION OPENING

Have a position opened. The Commissioners can have an executive meeting to review applicants and then decide who they want to interview. It had been discussed to make this position also have maintenance background. This may increase the job description and the pay.

PUTNAM COUNTY FOP USE OF COURTHOUSE LOBBY

Ensley presented the agreement for the use of the lobby on December 16th, 8 am – 12 pm for the Santa and gift giving.

MAIL

The Commissioners acknowledged their mail.

ADJOURN

Woodall made a motion to adjourn. Berry seconded. The motion passed unanimously.

Thomas Helmer, President

David Berry, Vice President

Rick Woodall

**Attest: Auditor's Office
Kristina Berish**