

Owen County Board of Commissioners

Minutes – June 5, 2024 @ 9:00 AM

Commissioners present: Gary Burton, Bob Curry, and Joel Lowe

Also present: County Attorney Dana Kerr and Auditor: Sheila Reeves

Meeting was called to order by President Gary Burton.

The Opening Pledge of Allegiance recited, Prayer was given.

Approval of minutes for May 15, 2024, motion by Curry to approve the minutes as read seconded by Lowe, motion approved 3/0.

Approval of Claims and Payroll \$1,910,974.66 with 16 out of cycle claims

Payroll	\$311,567.72	Date: 05/17/2024
Payroll	\$305,693.83	Date: 05/31/2024
Regular	\$515,198.91	
Out of Cycle	\$778,514.20	

Comment by Burton; The large amount of out of cycle claims is insurance money that was given to us by the insurance company to repair the roofs.

Motion by Curry to approve the claims as submitted, seconded by Lowe, approved

Financials: Reeves explained the Treasurer's report is normally for the month we are in therefore the balance was \$3,088,000.00 after today's claims the general fund is down to \$2.8 million. After Settlement there is \$1.8 million to go back to the County General. The next several weeks in the budgeting process and working with departments watch your cash balances and appropriations we need to keep an eye on the County General Fund. Most department's funds look pretty good. Highway looks good. Burton thanked Reeves for the departmental reports, especially the Highway Department Melton and his crew's State Required Report was very professional.

Burton called Maintenance Manager Steve Gray to get him through the meeting as quickly as possible. Gray had a proposal for water treatment for the chiller in the courthouse and the jail. The Homeland security inspector recommended this be done. The cost at the jail is for filters for a couple thousand dollars. For the courthouse a tank and system installed, quote for 11,000 from HFI. Motion was made by Curry to move forward with this company in this process to further the life of the heating and cooling system, seconded by Lowe, 3/0 motion passed. No contract to sign, move forward.

OLD BUSINESS:

LOW Timekeeping System: Maddie Chesser presented a time clock proposal, discussion included number of clocks, maintenance, departments whether they will log in remotely by mobile app, on desktop, or card swipe. Commissioners prefer card swipes for the departments, which is an additional charge. Employees are in the process of training on the desktop log-in. Department heads are responsible for the times and keeping track of them. The courthouse employees will use a card swipe, smaller and other departments will use either the desktop or

mobile app. The council will need to approve an additional appropriation for this system. Burton asked to get a figure together on the number of clocks needed, badges and maintenance. Chesser to return to the next meeting with the figures. Burton along with Curry are questioning the pricing and the conflict in numbers of the LOW Budget Proposal for 2025, questioning what is included in the pricing, some of figures changed from last year.

NEW BUSINESS:

Jail Project: Burton shared that Sheriff Ryan White, Bill Snodgrass, Matt Miller, Council President Polly Chesser and Commissioner Burton went to Missouri last week and checked out a new jail in Lawrence County Missouri, blueprints are on the wall in the meeting room. They had a very nice trip and met with the architect, engineers and the Sheriff of Lawrence, they had nothing but high praise for discussing the jail project, the process and Elvatus. Burton stated that the Commissioners are ready to move forward in the direction of using Elvatus as an architect design. Burton stated he and Sheriff White have talked several times and he believes that Sheriff White is on board to move forward. Sheriff White stated that the facility meets all our needs, maybe not all our wants but the necessary items we need. The new construction is ADA compliant. The Sheriff talked about the failing condition of our current jail and the costs involved for repair. The administrative portion of design puts all the staff under one roof, it is a nice facility, it does not look like a jail, it is aesthetically pleasing. It looks more like an administrative building. He would like to make some interior changes in the footprint to meet our needs, since our community is much different than Lawrence County, Missouri. Expanding the training facility on sight, inside training would be held at the facility, this is not available now. This provides a place for a public meeting. Burton stated that the community needs a large meeting room that we don't have now. White also stated the site could host training for other law enforcement training, or other agencies the charge could be \$150.00, that could save the taxpayers in the long run. Curry asked how many prisoners the facility would hold, a total of 120 inmates meets the criteria of the Department of Corrections of 80%. Lowe asked if it included the EMA and Coroner, Burton stated we have other plans for that, the old EMS facility would make an excellent building for that. He described the building and amenities and stated the previous sheriff spent around \$40,000 for upgrades and the roof repair approximately \$30,000. Sheriff White went on to explain that the soft costs, refrigerators, heating and cooling, light bulbs, carpet and furniture were included in the building for Lawrence County they paid 23 million for everything. We can utilize some of the stuff we currently have and cut those costs. Commissioner Burton talked about the large commercial kitchen, it could be utilized in case of a natural disaster and feed the whole community. The kitchen is large enough if another pod was added, we can plan for future expansion. Burton stated the land is 4 acres and he is currently in a land swap with Brett Franklin, approximately 10 acres trade for county owned property. Rich Figg is working on the appraisals. County owned land is not feasible due to the fact the water and sewer doesn't travel that far. Burton thinks the council is ready to give them 25 million, he talked to Polly on the trip out and back, the project can be designed to price, so we are going to go ahead and move forward. Ten acres is what the County is looking for not only will there be growth for the future jail expansion down the road, but there are other possibilities for buildings for storage and the county does not have anything close to infrastructure. All our land is outside where there is no water and sewer that's a problem. Chesser stated, the problem with the current jail site more than likely would not pass an environmental study and also the flood plain problems with insurance White stated the flood insurance is very costly. White continued discussing the current jail is sinking, anything built

there would have to be elevated. Burton stated the County Attorney is working with the Elvatus Attorney to get the contract like we want it we can go ahead and take a vote to move forward with bringing on Elvatus Architect firm for the jail project, I'd like to ask for a motion to approve the Elvatus agreement for Architect design for the new County jail. Commissioner Lowe states I will make that motion, seconded by Curry motion approved, this will be signed once everything is taken care of by Kerr. Kerr said so far, they have agreed to everything that he has requested. Kerr stated one thing he wanted on the record, when we get to the payment portion an AIA standard agreement for contract is being tweaked. (Kerr continues to read, asked that the meeting go on and come back to the contract).

Code Enforcement Officer: Kerr continues to work with Building Director Simmerman and putting items together Complaints continue to come in from property owners.

Sheriff: White requests that a decommissioned K-9 vehicle be donated to the K-9 training facility to use for the K-9's training in exchange for free training. The cost of training is approximately \$5,500, this would last the department for about 3 years. Burton stated that Kerr will put an ordinance together. Motion made by Lowe to transfer a sheriff department vehicle to the K-9 training facility once the appropriate paperwork is completed. Seconded by Curry motion approved 3/0.

EMA/FEMA: Director Jack White presented a promulgation of the Comprehensive Emergency Management Plan motion made by Curry to approve the CEMP Plan, seconded by Lowe, approved 3/0. White needs approval from Spencer and Gosport as well. Hazard mitigation grant from IDHS for sirens Owen County understands we are responsible for 25% of the cost of 2 sirens, \$19,652. White will try to get as many donors as possible, motion for Burton to sign the FEMA Mitigation letter by Lowe, seconded by Curry motion approved 3/0. Kerr will need to write up an explanation concerning the drug free policy to send along with the certification. Update on sirens Arney is up and running, installation complete on Hollybrook Rd, Stone Mountain Rd, Hickson Hill Rd and Jordan Village Rd. State Highway 46 and 246 have technical difficulties. There should be 17 sirens that will be tested on Friday 6/7/24. All sirens have proof of testing and results.

Elvatus Contract: The fee that would be charged is 6.5% of the owner's budget for the cost of work, if there are any additional services those fees are negotiated. break down as follows: the design modification stage, this is a modification, is not a full design since they already have the framework is 15% of the cost, 40% in the construction documents, 5% in the procurement phase, and 40% in the construction phase. One thing Kerr pointed out to Elvatus is that there are 24 visits for the construction phase this does not seem to be sufficient to cover the entire phase they will bump up to 48. Everything else seems to be agreed upon, they have been cooperative. Technically the agreement is with S2 Architects LLC that is d/b/a Elvatus Architecture. Wanted to make sure that was on the record.

Ordinance: Kerr read Ordinance 2024-013 Establishing the maximum speed limit on Fish Creek Rd, Freeman Rd, Shepard Patrick Rd and Texas Pike 35mph, violations subject to a \$75 fine. Motion by Curry to approve Ordinance 2024-013, seconded by Lowe 3/0 motion approved.

Owen County Communications Center: Director Cherri Anderson, discussed the Barry Ritter contract signed by the commissions in February, Anderson started in March. Looking over the

contract confidently she believes she can do most of the things in the contract and potentially save the county \$55,000, Anderson needs to know whether they will be backing out of the contract in which they can due to an incorrect date. Anderson talked with Ritter about some changes, and he came back and added a lot more costs, she feels it is our best interest to back out without expense. Lowe made a motion to rescind the contract with Barry Ritter for the 911 Communications Center, seconded by Curry 3/0 motion approved.

Moving forward with a Vendor Request for Proposal sent out to the commissioners for approval, would like to be able to send to Vendors or prospective vendors today if approved. For the tower project these are ARPA Funds and have a specific process for the federal monies. It is a proposal; the Council approved the ARPA amount given to the council and approved. Motion made by Lowe for the additional ARPA funds to be spent on the Radio Project, seconded by Curry 3/0 motion approved. Anderson will move forward with proposals. Concerning the four different Tower Sights, there is quite a bit of maintenance that needs done on the buildings housing the equipment, get list to Maintenance Department for repair, she will get quotes for repairs. Kerr suggested a motion for approval of submitting bids for the radio project for 911 since ARPA funds are used. Burton made a motion for approval of submitting bids for the radio project for the 911 director to put those out, commenting roughly a total of \$350,000 is appropriated for this with ARPA funds and the balance will be taken care of through the County Council, seconded by Curry 3/0 motion approved. Burton made a motion to remove the ARPA proposal of \$55,000 for the Barry Ritter contract to be moved to Facility Maintenance, seconded by Lowe 3/0 motion approved.

Director Anderson recognized Brianna Pope for outstanding service, she is 19 years old been on the job for 6 months, she handled an attempted suicide 911 call, the individual had weapons in a remote area of the county, it took approximately 30 minutes for services to arrive on scene, Brianna was able to remain calm and keep the caller on the line.

Highway: Superintendent Greg Melton stated it has been a long meeting we have several small items and CCMG Bids to open as noted earlier today. The Annual Operations report was submitted to the State. The Highway Department is in compliance. Grader lease 1 year out would like to shop around and purchase a grader. Lowe made the motion for Melton to purchase a grader seconded by Burton 3/0 motion approved. Southeastern is providing lunch to everyone at the highway department today, one of the current vendors that has allowed the highway to use a loader at no charge for 30 days while working on a project, it's a new line of equipment. They will be there with representatives from Devlon providing lunch, Sheila Reeves and Polly Chesser are invited as well.

Freeman Road project going well asphalt will be laid shortly weather permitting. Paver is on its way back from Caterpillar, going straight to Marley Rd where they will start laying asphalt/cold mix next week weather permitting. The vendor from VoMac attended the meeting to explain the issue with a truck purchase we have not received the plow. The county purchased a used truck to use for the replacement. More discussion continued involving the plow and a new truck on order. Modifications were made to an ag sprayer for calcium chloride for dust control. Newly purchased pick-up trucks were upgraded, now included in the fleet will be able to see this afternoon at the department.

A culvert is failing on Hyden Road, repair will need to be done soon there is a pond on both sides of the road, a damn will need to be built on both sides of the road to enable the repairs to be completed. The funds to repair this issue are not currently available, Melton may have to go to Council to decide which fund the repairs will come from. Melton asked for 2 different local

contractors for quotes, he put the information out and asked for as many quotes as he could get, only received the two estimates brought to the meeting. The first quote is Fender Excavating LLC, County provides materials for \$11,900. Second quote from Dubois Excavating LLC, labor is only provided in this quote county to provide all materials for \$20,400. Motion made by Lowe to accept the bid from Fender Excavating LLC, seconded by Curry 3/0 motion approved. Melton stated again that there is money in favor of this he may have to go out and ask for an appropriation out of his cash balance.

CCMG bids there are two bids the deadline was June 5, 2024 @ 9:00 a.m. The first bid is from Milestone for \$1,495,528.45 The second is from E & B Paving for \$1,593,593. Melton wanted to look the bids over. Highway did not get the 1.5 million for Community Crossings Grant. Cautiously Melton did not want to go over the match grant amount. They have lost out in the past due to not being able to come up with the matching funds. The second round of Community Crossings Melton stated that Baseline Road intersection would be a good candidate due to the accidents that have happened there. Motion by Lowe to approve the Baseline Road project for the second round of Community Crossings Grant which is roughly \$30,000 or submitted for the project, seconded by Curry 3/0 motion approved.

Extension: Jim Luzar Extension Director the phone system in the Extension Office has issues, the installation was 2004. Working with Hicom, the expense is not in the budget. Lowe made a motion to allow Extension to proceed forward to the Council ensuring that the system will be compatible with fiber optic in the future, seconded by Curry 3/0 motion approved.

Highway: After examining both bids Melton suggested to move forward with the lowest bid from Milestone for \$1,495,528.25, Curry made the motion to approve the bid for Community Crossings for \$1,495,528.25 from Milestone, seconded by Lowe 3/0 motion approved.

Elected Officials & Department Heads: Baron Barnet requested the County Commissioners to have a line item in the Building Department to pay for county cleanup.

Auditor Comments: A refund of \$945 was received from Epic Insurance from an Audit, still working on a vehicle inventory list which is very close to be narrowed down. Additional Opioid monies will be received from settlement very soon.

Attorney: Working on an ordinance for the Highway Department, about safety issues for individuals going around barriers or construction sites. Inn Keepers Tax Ordinance has been turned over to the Treasurer.

Comments Continued: INDOT had a meeting about Grant funds. There is \$50 million dollars available through County Highway Garages for safety, Melton and some of his staff attended a meeting to see if some can come back to the county. Commissioner Lowe asked the public to be patient around the roadways when there is construction involved. Reeves stated at the Council meeting Monday June 10th, 2024, new budgets will be sent out to the departments for 2025 this will give additional time six weeks to be ready for Budget Hearings. Motion by Curry to adjourn, seconded by Lowe 3/0 motion approved