

**WARREN COUNTY COMMISSIONERS MEETING**  
**MONDAY AUGUST 20, 2018**

The Warren County Commissioners met for their second meeting in the month of August 2018. Present for the meeting were Thomas Hetrick, Steve Eberly, Brian Jordan and Nancy Litzenberger. Also, in attendance are Jenny Hobaugh, Matt Herndon, Walt Wilson, Darrel Smith, Becky Ehler, Adam Hanthorne and Mark Robbins.


1. The meeting was called to order by Steve Eberly, Commissioner President.
2. Steve Eberly, Commissioner led the pledge of allegiance.
3. Highway Department - Jenny Hobaugh, Highway Department Office Manager, discussed the bids for the Community Crossing Grant. Hobaugh explained we have received pre-bids for Bridge #122 but due to applying for Community Crossings Grant, we will need to go through the bid process. Hetrick inquired if we are going to move forward even if it is not accepted through the grant. The bids will be opened on September 4<sup>th</sup> and a decision will need to be made immediately as the deadline is September 28, 2018. Hetrick inquired as we are asking for bids for Bridge #122 if we will still build the bridge or not. Eberly stated that bidding the suggested roads and bridge #122, then the Commissioners will decide what to put on the application for the Grant as the limit is \$1,000,000.00 with \$250,000 County portion with a total project of \$1,250,000.00. After the Grant is decided by IDOT, the Commissioners will then move forward. After much discussion, Jordan suggested moving forward with Bridge #122 with Cumulative Bridge Fund if paid outside of the Grant. Herndon suggested including the bridge regardless and possibly taking out some of the roads. The pre-bid for bridge #122 is approximately \$250,000. Jordan inquired about the repair work for Bridge #36 for 2019. Eberly stated that it will be approximately \$800,000 County portion which will be paid from the Cumulative Bridge fund. Eberly inquired about the chip box repair. Herndon stated that it has been repaired which will allow to continue the chip and seal this week. Eberly stated that the remainder of chip and seal will be taken from Local Road and Street fund for the 2018. The fund balance is \$388,000 to date with \$47,000 approximately remaining budgeted for 2018. Herndon stated that they are continuing to work on the small unincorporated towns. Eberly stated that the sign on the north side of Hetrick had been down and no signage on the south side as per a resident report. Herndon stated they will have this looked at and repaired. Eberly stated that there have been several items for Bridge #36 that need to be looked at. Herndon will look at the repairs. Darrell Smith, VS Engineering and Walt Wilson, E3 Bridges, stated that a pre-bid meeting will be held on August 27<sup>th</sup> at 10:00 a.m. to review the specifications for bridge # 122.
4. New Business –
  - A. Weston-Hubner explained that the minutes, if approved, will be posted on the County Website at [www.warrencounty.in.gov](http://www.warrencounty.in.gov) under the County Government/Commissioners. Brian Jordan made a motion to approve the minutes to be placed on the county website from the August 6<sup>th</sup> meeting forward after Commissioner approval with a second from Tom Hetrick. All voted in favor.
  - B. Minutes were read from the August 6<sup>th</sup> meeting by Tom Hetrick. Hetrick had a correction that was made to the minutes.
  - C. Brian Jordan made a motion to approve the August 6 thru August 20, 2018 claim dockets with a second from Tom Hetrick, all voted in favor and the claim dockets were signed.
  - D. Tom Hetrick made a motion to approve the August 17, 2018 payroll dockets with a second from Brian Jordan, all voted in favor and the payroll dockets were signed.
  - E. Brian Jordan made a motion to approve the August 6, 2018 minutes with a second from Tom Hetrick, all voted in favor and the minutes were signed.
  - F. Brian Jordan made a motion to accept the 2019 County Holiday Schedule and 2019 Commissioner Meeting Schedule with a second from Tom Hetrick. All voted in favor.
  - G. Internal controls – Weston-Hubner, Auditor, explained the Internal Control concept was established by the State Board of Accounts. Weston-Hubner explained that the next step is an Oversight Committee to oversee the internal controls for the County, job descriptions for all County employees, the policy manual will need to be rewritten. The Oversight Committee will need to be setup by the Commissioners. Weston-Hubner suggested the Commissioners review the information. Jordan stated that he has been reviewing the employee manual. The Commissioners tabled the decision until a later date.
5. Department Head Comments: John Kuiper, Zoning, stated that the Board of Zoning Appeals approved a new veterinarian clinic in warren county. Kuiper stated that in 2017 there were 27 permits issued for new homes and to date 16 have been issued for new homes. Kuiper updated the Commissioner concerning the Pence Cleanup project. Kuiper discussed with the asbestos company concerning the Ford home and the County is not allowed to pay for the inspection thus the Cary's will need to pay for the inspection. The Cary's have suggested the county purchasing the Ford home. Mrs. Gosser has been in touch with many of the residents concerning the cleanup. Kuiper has suggested waiting until after the weather cools off. Kuiper is working with the Pence residents to organize a date. Cleanup has been continuing with another home purchased and the new owners will remove the home. Kuiper inquired a date in September or October for a Town Wide Cleanup to be set by the Commissioners'. Kuiper is working with the State/IDEM to have one of the homes either released for living or torn down. The town of Williamsport has asked Kuiper to put a stop work order on a home that has started through the unsafe building code process as the owners have worked some on the home. The owner must appear at the next Williamsport Town Board meeting prior to work starting back.
6. Other Business:
  - a. Hetrick discussed the fences on the County Farm and is proposing spending the income on the fences. The income average is 4-year \$36,586.72 and the 10-year average \$39,475.19. There has been issues with this for several years with adjoining landowner complaints. This is something that was put to the Commissioners to be the stewards of the land and the County cannot justify increasing the rent without some repair. The pasture needs to be repaired as all other County properties. Hetrick would like to propose to the County Council to use the income of the year before for fence repair. The original estimate was approximately \$120,000 to repair the fence around the pasture area. Eberly stated that his opinion is that we need to respect the land and that the


~~Council would like to see the farm. Jordan will contact the Council to organize a review of the land by the Council.~~

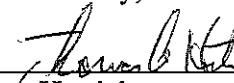
- b. Brian Jordan, presented information from Arsee Engineering concerning the jail recreation wall proposal. Hetrick inquired about the drains being the reason for the wall falling. Jordan is asking for approving the engineering of the settling. Jordan explained that the proposal has been separated in 2 parts. Eberly proposed the underground camera work and then boring work in order to find the culprit. Brian Jordan made a motion to approve up to \$1,500 for the camera work with a second from Tom Hetrick, all voted in favor.
  - c. Brian Jordan inquired about the new County Attorney notices and would like to move forward with the County Attorney position. Jordan has suggested advertising in the local newspaper and send out notices to local attorney's. Hetrick stated he did not feel the advertisement was needed in the newspaper and Eberly agreed. Jordan stated he will proceed with sending notices to local attorneys.
7. Comments from public: Tony Robbins questioned the acreage of the County Farm. The Commissioners stated a rough estimate of approximately 300 acres and the majority is farm ground.
8. Brian Jordan stated that at 10:00 a.m. today there will be an informal update meeting with Arsee Engineering concerning the Courthouse Roof Repair.

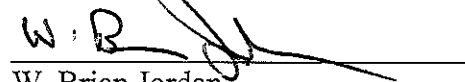
Next Commissioner meeting will be held August 20, 2018 at 8:30 a.m.

There being no further business Brian Jordan made a motion to adjourn with a second from Tom Hetrick, all voted in favor.

ATTEST:   
Robin Weston-Hubner, Auditor

  
Steve Eberly, President

  
Tom Hetrick

  
W. Brian Jordan