

Wells County Commissioners

Regular Session April 6, 2020

The Wells County Commissioners met in regular session on Monday April 6, 2020 at 9:00AM in the Commissioner's Room of the Wells County Carnegie Annex, Bluffton, IN. Those in attendance were Commissioners, Blake Gerber, Kevin Woodward and Tamara Robbins. Also, in attendance were County Attorney, Roy Johnson and County Auditor, Lisa McCormick.

Public Hearing: A public hearing was held regarding the establishment of a County Cumulative Capital Development Fund. There were no public comments. Motion made by Kevin Woodward, seconded by Tamara Robbins to adjourn the Public Hearing. Motion carried 3-0.

Minutes: Motion made by Tamara Robbins, seconded by Kevin Woodward to approve the minutes from the March 16, 2020 regular session, March 16 and March 18 Emergency Executive Sessions. Motion carried 3-0.

Payroll and Claims: Motion made by Tamara Robbins, seconded by Kevin Woodward to approve Payroll #6 in the amount of \$244,415.19, Payroll #7 in the amount of \$233,018.43 and 160 claims totaling \$273,182.97. Motion carried 3-0.

Wells County Sheriff: Sheriff Holliday reported 62 inmates, 27 pretrial Superior, 11 pretrial Circuit, 13 F6 DOC and 6 DOC.

Wells County Highway Supervisor: Josh Cotton updated the commissioners on the ditcher, the backhoe crew and township stone. The highway is 75% through hauling township stone to the gravel roads. Winter notes are complete, the crews are cleaning up as tasks arise. The workers are filling potholes with cold mix countywide. Patching with Dura-Patcher is on next week's list of duties. The 2020 small structure list is complete. Employees are working a split shift due to COVID-19 staff reductions. Two bids came in for Dust Control; motion made by Tamara Robbins, seconded by Kevin Woodward to take them under advisement until the April 20 meeting. Motion carried. 3-0.

Highway Engineer: Nate Rumschlag gave updates on the National Bridge Inspection report for 2021-2024, Des#1902082. The selected firm is Butler Fairman and Seufert, Nate should have a draft contract for the next meeting for Commissioner review. INDOT has asked that the City and County have an agreement in place for the Local Trax Grant. The agreement would authorize the County to make design decisions regarding the portion of the road that is within the jurisdiction of the City of Bluffton. INDOT will not enter into multiple agreements for this project. The Interlocal Agreement would grant Nate Rumschlag as the ERC for Wells County, which has signatory authority over design decisions impacting the portion of Adams Street next to the project. Motion made by Tamara Robbins, seconded by Kevin Woodward to approve the Interlocal Agreement. Motion carried 3-0. A contract with USI was presented to the Commissioners for Wells County Bridge 54, Des#19022843. The contract is for design services for this federal aid project. This phase does not qualify for matching funds, funding will come out of the Cumulative Bridge fund. Motion made by Tamara Robbins, seconded by Kevin Woodward to approve the Bridge 54 contract with USI (Misc. 2020-05). Motion carried 3-0. A contact with Janssen & Spaans for design services for Wells County Bridge 105, Des#1902846, was presented to the Commissioners. This is a federal aid project, this portion does not qualify for a local match, funding will come out of the Cumulative Bridge fund. Motion made by Tamara Robbins, seconded by Kevin

Woodward to approve the Bridge 105 contract with Janssen & Spaans (Misc. 2020-06). Motion carried 3-0. Rumschlag informed the Commissioners that 600W between 900S and 1000S would close the week of April 15 for work on Bridge 56, a 5 to 8-week project. A railroad crossing near Keystone on 1000S has been awarded federal grant funding for lighted cross arms in 2023, it is a 90-10 match and reflects a \$300,000 grant to Wells County. More information will be presented later.

COVID-19 Update: Marlene Hoag, Deputy Administrator, updated the Commissioners on COVID-19. First symptoms include loss of taste and smell, headaches, heavy chest, fever and coughing. 33 have been tested in Wells County, we have 2 confirmed cases. 4,411 confirmed COVID-19 cases in Indiana, 127 deaths, 22,652 have been tested as of April 6, 2020. 50-59 are the ages most effected in Indiana. Personal protective equipment is in short supply, donations are accepted.

Community Corrections: Blake Poindexter was on hand to discuss installing a glass barrier for his front office. The funding would come out of CTP, \$8,950 would transfer into Project Income, and Project Income funds. The total cost of the project is \$14,310. Motion made by Kevin Woodward, seconded by Tamara Robbins to allow the transfer and the total cost of \$14,310 on the project after approval from the State. Motion carried 3-0.

Family Centered Services: Amy George submitted a request for the annual funding for Family Centered Services for \$15,000. Motion made by Kevin Woodward, seconded by Tamara Robbins to approve funding for Family Centered Services for \$15,000. Motion carried 3-0.

County Cumulative Capital Development Fund: The executive body, Commissioners, establish the Cumulative funds, the fiscal body, Council, establishes the rate of the Cumulative funds. Concerns about future financial impacts resulting from the COVID-19 pandemic, the Commissioners decided to put a hold on passing the County Cumulative Capital Development fund. Motion made by Kevin Woodward, seconded by Tamara Robbins to not adopt a Notice of Adoption or an Ordinance Establishing a County Cumulative Capital Development fund under IC 36-9-14.5. Motion carried 3-0.

Handbook Ordinance: An Ordinance amending personnel policies in the handbook was presented to the Commissioners for their consideration. The amendment is for Class III offenses. Motion made by Tamara Robbins, seconded by Kevin Woodward to approve Ordinance 2020-07 that amends personnel policies in the Wells County handbook. Motion carried 3-0.

Purchasing Ordinance: An Ordinance to allow Request for Proposals (RFP) was presented to the Commissioners for consideration. The current purchasing ordinance is for supplies, the ordinance presented would allow for use of request of proposals under IC 5-22-9-1 for a guaranteed savings contract under IC 36-1-12.5. Motion made by Tamara Robbins, seconded by Kevin Woodward to approve Ordinance 2020-08 amending County Ordinance 98-11 and Authorizing the procedure of IC section 5-22-9 et seq. to award contracts by use of Request for Proposals or "RFP". Motion carried 3-0.

COVID-19 Resolution: A resolution determining essential governmental functions and identifying employees and/or contractors necessary to the performance of those functions was presented to the Commissioners for approval. On March 6, 2020, Governor Eric Holcomb issued Executive Order 20-02, declaring a public health emergency for the coronavirus disease. March 23, 2020 Governor Holcomb issued Executive Order 20-08 relating to a directive for Hoosiers to stay at home or their place of residence, except as allowed in the Executive Order, maintain social distancing of at least six feet from any other person, and for all businesses and operation in the State of Indiana, except for Essential Businesses and Operations as defined in said Executive Order, to cease all activities within the State. On

March 23, 2020, Governor Holcomb issued Executive Order 20-09 relating to the continuity of operations of government. On April 3, 2020 Governor Holcomb issued Executive Order 20-17 which extended the declaration of a public health disaster emergency set forth in Executive Order 20-02, for an additional 30 day period beyond its current expiration date of April 5, 2020 to now expire on May 5, 2020 unless further renewed. The Board of Commissioners, as the executive and legislative body of Wells County, Indiana, has the authority to determine its Essential Governmental Functions and identify employees and/or contractors necessary to the performance of those functions.

1. Non-essential employees will be off work from Thursday March 26, 2020, through April 20, 2020, at which time all county buildings will reopen.
2. There will be NO pay for part-time employees unless they are involved in an essential office performing Essential Governmental Functions and will be actually working in the office.
3. All offices are to remain open and maintain function. It is up to each Elected/Appointed Official to make decisions for their offices.
4. Any full-time personnel within each office that is on call from home will get paid and shall designate on the upcoming pay vouchers worked office hours and worked at home hours.
5. The provisions of the federal Families First Coronavirus Response Act (“FFCRS”), which includes the Emergency Paid Sick Leave Act and the Emergency Family and Medical Leave Expansion Act supersede and control over any provisions of the Resolution which are inconsistent.

Motion made by Tamara Robbins, seconded by Kevin Woodward to approve Resolution 2020-02 determining essential governmental functions and identifying employees and/or contractors necessary to the performance of those functions. Motion carried 3-0.

Updated 2020 Holiday Schedule: Motion made by Tamara Robbins, seconded by Kevin Woodward to approve the updated 2020 Holiday Schedule changing the date of the primary election date from May 5, 2020 to June 2, 2020. Motion carried 3-0.

Adjourned: Wells County Commissioners adjourned at 10:09AM

Wells County Commissioners

President, Blake Gerber

Vice President, Kevin Woodward

Member, Tamara Robbins

Attest: _____
Lisa McCormick, Wells County Auditor