

Monday, January 4, 2016

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 6:00PM in the Annex meeting room, Knox, Indiana, with Kathy Norem and Kent Danford present and the following proceedings were held to wit:

2016 MEETING OF THE FINANCE BOARD

The meeting was called to order by Commissioner Kent Danford. Commissioner Binkley was absent. Treasurer Kasey Clark presented the County's Financial Report of Investments. She advised the County's regular funds are on deposit with 1st Source Bank, Knox, and earned a total of \$14,906.75 in interest during 2015. She noted she just received word from the Bank that the interest rate on those deposits has just increased from .14% to .24%. Treasurer Clark noted the Save the Hospital Fund has been invested in an eighteen month certificate of deposit at First National Bank of Monterey, in North Judson, and is scheduled to be renewed in June. The total amount of the Save the Hospital Investment, at its renewal date, will be \$4,976,892.08.

The Finance Board then selected its officers for the year. Commissioner Norem made a motion to elect Treasurer Clark as President and Commissioner Danford as Secretary. Commissioner Danford seconded the motion. No vote was taken as Commissioner Norem stated she wanted to rescind her motion. Commissioner Danford made a motion to elect Commissioner Binkley as the Board's Secretary and Treasurer Clark as the President. Commissioner Norem seconded the motion and it passed with all ayes. There was then a discussion in regard to a report compiled by Auditor Chaffins that day pertaining to the negative cash flow in the County General Fund. (A copy of the report was emailed out to the Board earlier in the day.) Auditor Chaffins stated the misc. revenue was less than was estimated for that year's budget and is now causing issues with the cash flow. She noted the total 2015 expenditures were approximately \$600,000.00 greater than the total amount of the 2015 revenue. She advised she had noted some possible suggestions in regard to both increasing the 2016 misc. revenue and possible additional cuts to the 2016 expenditures. The suggested ideas included charging the Solid Waste Department a fee of \$1.-3.00 per property of the fees collected through the County's tax billings and then disbursed during the spring and fall property tax settlements; billing other departments for their IT use and possibly for other county services. Some of the ways to cut 2016 expenditures was: suspend the County Highway billings to other County General Departments for labor cost, at least for the first 6 months of 2016 to see if cash flow is improving; limit the amount of office supplies and postage purchased by a department in order to eliminate the stock piling of those supplies; make the direct deposit of all employee paychecks mandatory; begin setting up vendor payments as direct deposit beginning with the utility vendors to save on the actual cost of the paper checks. Auditor Chaffins noted currently all tax disbursements to the County's various taxing units is done via direct deposit. Additional suggestions included increasing the amount of the employee portion of health insurance premiums; eliminate the position of First Deputy and make them regular Deputies; and reduce some full time positions into part time positions. The Board requested to see some dollar figures to go with the proposed suggestions before any decisions are made. They did think the fee to Solid Waste could be a possibility but didn't think they could suspend the billings for labor from the Highway Department. Commissioner Norem made a motion to adjourn the Finance Board meeting. The motion was seconded by Commissioner Danford and passed with all ayes. The meeting adjourned at 6:16PM.

Commissioner Danford called to order the regular meeting of the Board of Commissioners at 6:16PM. Commissioner Binkley was absent from the meeting.

RE: 2016 APPOINTMENTS

REORGANIZATION OF THE BOARD

Commissioner Norem made a motion to nominate Commissioner Danford as President, Don Binkley as Vice-President, Commissioner Norem as Secretary and Marty Lucas as County Attorney. Commissioner Danford seconded the motion and it passed with all ayes.

COUNTY DRAINAGE BOARDS

Commissioner Norem made a motion to reappoint Mike Risner to the Starke Drainage Board for a three year term and Charles Chesak to the Drainage Board replacing Commissioner Norem, for a three year term. Commissioner Danford seconded the motion and it passed with all ayes. Commissioner Norem noted that the other drainage boards are populated by the Starke Drainage Board.

COMMISSIONER TO CONTACT

Commissioner Norem made a motion to appoint Commissioner Binkley as the Commissioner to Contact at the Jail, to appoint Commissioner Norem as the Commissioner Contact for the Courthouse and Annex Building, to appoint Commissioner Danford as the Commissioner Contact for the Highway Department and the EMS Department, and to appoint Commissioner Norem to be the Commissioner

Contact for the old County Landfill. The motion was seconded by Commissioner Danford and passed with all ayes.

BUILDING REVIEW BOARD AND FINANCE BOARD

Commissioner Norem advised the Commissioners, by virtue of their Office, are members of the Building Code Review Board, and the County Finance Board.

ECONOMIC DEVELOPMENT BOARD

Commissioner Norem made a motion to appoint Commissioner Norem to be the Commissioner Representative on the Economic Development Board. Commissioner Danford seconded the motion and it passed with all ayes.

KIRPC BOARD

Commissioner Norem made a motion to appoint Commissioner Binkley and Betty Dotlich to the KIRPC Board for one year terms. Commissioner Danford seconded the motion and it passed with all ayes.

ARROWHEAD BOARD

Commissioner Norem made a motion to appoint Commissioner Binkley to the Arrowhead Board. Commissioner Danford seconded the motion and it passed with all ayes.

WORKFORCE DEVELOPMENT

Commissioner Norem made a motion to appoint Commissioner Danford to the Workforce Development Board, seconded by Commissioner Danford. The motion passed with all ayes.

PLANNING COMMISSION

Commissioner Norem made a motion to appoint Commissioner Binkley to be the Commissioner Representative on the Planning Commission. Commissioner Danford seconded the motion and it passed with all ayes.

BOARD OF ZONING APPEAL

Commissioner Norem also made a motion to re-appoint Don White to the BZA for a four year term. Commissioner Danford seconded the motion and it passed with all ayes.

HEALTH BOARD

The Board tabled an appointment to that Board as Dr. Joseph Bartush did not submit an appointment letter. They advised Dr. Bartush can continue serving on the Board until a replacement is found.

NORTH JUDSON/WAYNE TOWNSHIP LIBRARY BOARD

Since Larry Wicket had not submitted an appointment letter the Board advised he will continue serving on the Board until a replacement is named.

AVIATION BOARD

Commissioner Norem made a motion to reappoint Carl Goodrich to the Aviation Board. Commissioner Danford seconded the motion and it passed with all ayes.

HOSPITAL COMMUNITY BOARD

Commissioner Norem made a motion to reappoint Dr. Walter Fritz (D) to serve on the Hospital Community Board. The motion was seconded by Commissioner Danford and passed with all ayes.

ALCOHOLIC BEVERAGE BOARD

Commissioner Norem made a motion to reappoint Marvin Peters to the Alcoholic Beverage Board. Commissioner Danford seconded the motion and it passed with all ayes.

SOLID WASTE BOARD

It was decided to table the appointment of Tim Cummins to the Solid Waste Board until it can be determined to he is still serving on the North Judson Town Board. President Danford will look into the situation and see if he could find someone to serve on the Board from that area.

PTABOA BOARD

Commissioner Norem made a motion to reappoint Ed Hasnerl to the PTABOA Board. Commissioner Danford seconded the motion and it passed with all ayes. Commissioner Norem noted they had not received a letter yet from Ron Simoni but advised he continue to serve on that board until a replacement is found.

LEPC BOARD; EMERGENCY MANAGEMENT BOARD; FEMA BOARD

Commissioner Norem made a motion to keep the same appointments as 2015. Commissioner Danford seconded the motion and it passed with all ayes.

STARKE COUNTY CONVENTION & VISITORS' COMMISSION

Commissioner Norem noted that there was an opening for the replacement of Jim Shilling who passed away in 2015; and the following board members' terms expired: Fred Boyer, Ed Hasnerl, and Bernadette Manuel, all Republicans. She suggested they all continue to serve on that Board until replacements are found.

COMMUNITY CORRECTIONS BOARD

Commissioner Norem made a motion to appoint Joe Reed to replace Talia Reed as the layperson on the Community Corrections Board; to reappoint Carol Johnson as the minority layperson; to reappoint Richard Ballard as the Public Defender; to reappoint Ted Hayes as the Victim Advocate; to reappoint John Thorstad as the Probation Officer; to reappoint Todd Willis as the Mental Health Member; Charles Hasnerl as one of the Judiciary Members; to appoint Joseph Cunningham in the empty layperson position which expires at the end of 2018; and the reappointment of Anne Geller Armes as the Ex-

offender. She also noted both James Skibbe and Kyle Wright will continue to serve until a replacement is named. Commissioner Danford seconded the motion and it passed with all ayes.

OTHER AD HOC COMMITTEES

Commissioner Norem made a motion for Commissioner Danford to serve on the County's Safety Committee, and as President of the Board, he should serve on the County's Record Committee. Commissioner Danford seconded the motion and it passed with all ayes.

RE: COUNTY HIGHWAY DEPARTMENT MONTHLY REPORT

Highway Department Superintendent Rik Ritzler appeared before the Board to present his monthly departmental report covering the month of December. He advised good weather continued in December with no measurable snowfall, only a couple of days dealing with freezing rain. He presented statistics on this winter's snow plowing compared to the last two years.

In regard to Fuel, the Superintendent advised the new fuel system has been installed and is operating. He stated the new system will help them better track the County's fuel usage. He presented a statistical report on fuel usage, in gallons, by month; and fuel usage by County department for both diesel fuel and gasoline. The Superintendent advised they will continue to bid out the purchase of each tankful of fuel in order to receive the best pricing.

In regard to Asset Management, he advised, over the last two and a half years an asset management plan was implemented which includes both long term planning and policies for the County's roads, bridges and culverts. Also included in the plan are the Department's personnel, equipment, and facilities. He provided a report of a brief summary of the status of the roads, bridges & culverts, and department facilities. He noted that the front gate had been repaired and the new car reader system is in place. Training will be provided and the various departments will be receiving their new key fobs shortly. A copy of the Highway Department Report is on file in the Auditor's Office.

RE: EMS MONTHLY REPORT

EMS Director Keith Emigh and Clerk Mary Lynn Richie appeared before the Board to present their departmental monthly report. Clerk Richie advised a total of \$1,673.53 was received from Collections Attorney Jonathan O'Hara. She also presented a report on the number of runs completed in December, the Accounts Receivable Aging Report noting some of the older delinquent accounts have been removed from the 90+ days column; and also a listing of revenue received in 2015 by month. She advised a total of \$766,166.89 was collected in 2015 which was an improvement over the 2014 revenue total of \$685,540.15. She also provided a report of 2015 runs by provider; and the runs broken down by type noting a major improvement in the number of ALS runs in 2015 over the 846 ALS runs of 2014. The total number of runs made in 2015 was 2140.

Director Emigh advised Clerk Richie has been working with the MDWise organization to ensure that they are a participating provider. In regard to Personnel he stated he had not interviewed any new employees last month and no one had applied. He is still working on obtaining staffing for ALS 24/7 coverage at all three bases.

In regard to Education he advised he attended the LEPC meeting that EMA Director Lippner held in December and he will participate in the upcoming LEPC meeting scheduled on January 20th. He also noted that their regular monthly training was a Q & A on the process of reviewing their runs. He stated a committee composed of EMS staff reviews the runs; then they have a meeting with hospital personnel and their medical director to review the runs. He advised he is still meeting with District 2 Coordinator Ted Bombagetti and EMA Director Lippner in creation of the MCI table top event. Director Emigh also advised he has been working with Director Lippner in regard to applying for a grant which would be possible funding for power cots. He noted the cost to the County would be 10% or approximately \$3,818.00.

In regard to rig maintenance all the rigs have been out to the highway garage for routine maintenance. Rig # 84 is currently in the garage due to a leak in the box that they are attempting to locate and repair. Director Emigh advised routine base maintenance is completed on a weekly basis at all three bases. He also noted there were no employee injuries in the month of December. The Director also advised he is continually looking for ways to save money on their supplies.

RE: AUDITOR'S BUSINESS: MINUTES, VENDOR CLAIM DOCKET

Commissioner Norem made a motion to approve the minutes of the special combined Commissioner/Council meeting of December 14th. Commissioner Danford seconded the motion and it passed with all ayes. Commissioner Norem made a motion to approve the minutes of the special combined Commissioner/Council meeting of December 21st. Commissioner Danford seconded the motion and it passed with all ayes. Commissioner Norem made a motion to approve the minutes of the regular December 21st board meeting. Commissioner Danford seconded the motion and it passed with all ayes.

Commissioner Norem made a motion to approve the claims docket in the amount of \$341.30. Commissioner Danford seconded the motion and it passed with all ayes. Both Commissioner Norem and Commissioner Danford signed their anti-nepotism certifications for the year 2015. Commissioner Norem made a motion to approve the request for an Annex Building key issued to the newly caucused County Surveyor, Bill Crase. Commissioner Danford seconded the motion and it passed with all ayes. Dave Kesvormas, a Hamlet Town Board Member, presented a proposed ordinance/resolution authorizing the sale of a tax lien certificate of a piece of Hamlet property. He stated the parcel was on the list of tax sale certificates to be sold at the sale on January 27th. He advised the town has spent a total of \$7,300.00 in the cleanup of that property and has a lien on it. Commissioner Norem made a motion to approve the sale of that tax certificate parcel to the Town of Hamlet. Commissioner Danford seconded the motion and it passed with all ayes. Mr. Kesvormas stated the Town of Hamlet will pay for the recorder's filing fee of \$30.00.

IN OTHER BUSINESS TO COME BEFORE THE BOARD

Auditor Chaffins stated the IT Director Brian Pinson had borrowed the mic that was currently being used in the Annex Building Meeting Room and inquired as to how many mics should be ordered at the price of \$290.00 each. Commissioner Norem asked Director Pinson if he had the funding in his budget to cover the purchase. He advised he did not and so the Board stated, since they are cutting back on purchases, he should not order any mics at this time.

County Coroner Danny Hoffer appeared before the Board. He advised he had met with former County Coroner Kris Rannels and together they drew up a plan of a proposed Coroner's Office Building, a 30'x36' building. It had been proposed earlier to use local contractors to construct the building. Coroner Hoffer inquired if he could assist in the completion of the interior work of the building. Attorney Lucas advised the project is considered a Public Works Project and will have to meet those rules. Commissioner Norem stated it was a nice drawing and could be used to obtain quotes. She stated Commissioner Binkley had been spearheading the project and suggested Coroner Hoffer meet with Commissioner Binkley.

PUBLIC COMMENT

George Dotlich inquired as to the new County Surveyor and Commissioner Danford introduced Bill Crase, who was in attendance.

There being no further business, Commissioner Norem made a motion to adjourn the meeting. Commissioner Danford seconded the motion and it passed with all ayes. The meeting was adjourned at 7:09PM.

January 4, 2016

Kent Danford, President

Kathryn Norem

Donald Binkley

Katherine Chaffins, County Auditor
& Secretary to the Board of County Commissioners