

Monday, January 8, 2014

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 10:20AM in the Annex meeting room, Knox, Indiana, with Kathy Norem and Jennifer Davis present and the following proceedings were held to wit:

The meeting was called to order by President, Kathy Norem. She advised this was the postponed meeting from Monday, January 6th. The meeting had been posted for Monday, January 6th but due to the snow storm it was postponed until January 8th. She noted she would like added to the posted meeting agenda the sale of police vehicles by auction, and the sale of EMS cots that are in storage. President Norem advised the first item on the agenda, the 2014 board appointments will be delayed until Commissioner Danford arrives to the meeting.

RE: EMS MONTHLY REPORT

EMS Director, Paul Mathewson, and Clerk, MaryLynn Ritchie, appeared before the Board to present the year end statistics. Clerk Ritchie advised the amount of revenue received in 2013 had been greater than the amount projected on the County's Misc. Revenue report as was created in the preparation of the 2013 County budget. However, she reported revenue was down by 6% over the amount collected in 2012. She noted there were less auto accidents in 2013 which, she advised, is the best paying classification of runs, while the number of Medicaid runs have increased and those claims are the worst paying. Clerk Ritchie advised the County had collected \$577.00 from Small Claims and \$399.77 from Collection Attorney, Jonathan O'Hara.

Commissioner Danford arrived to the meeting.

RE: 2014 ORGANIZATION OF BOARD

President Norem stated as she was no longer interested in serving as President of the Board, she made a motion to name Commissioner Davis as President and Commissioner Danford as Vice-President. Commissioner Danford seconded the motion, and it passed with all ayes. The new President was in charge of the meeting from that point on.

RE: 2014 COMMISSIONER APPOINTMENTS

The Commissioners made the following appointments:

Starke Drainage Board: Commissioner Norem made a motion to reappoint Ed Jernas, Commissioner Norem, and Commissioner Danford to the Board, seconded by Commissioner Danford. The motion passed with all ayes.

Commissioner to Contact: Commissioner Norem made a motion for Commissioner Davis to remain as the contact Commissioner to the Jail, Commissioner Danford the contact Commissioner for the Courthouse and Annex Buildings, the Bass Lake Beach & Campground, the County Landfill, and the EMS Department, and Commissioner Norem remain as the County Highway Department Commissioner contact. Commissioner Davis seconded the motion and it passed with all ayes.

Economic Development Board: Commissioner Davis made a motion to appoint Commissioner Danford to the Board, seconded by Commissioner Norem. The motion passed with all ayes. The length of the term is one year.

KIRPC Board: Commissioner Norem made a motion to appoint Commissioner Davis to serve on the KIRPC Board and Joseph Wodjula to fill the vacant position, seconded by Commissioner Danford. The motion passed with all ayes. The length of the term is one year.

The Arrowhead Board & the Workforce Development Board: Commissioner Norem made a motion to appoint Commissioner Davis to the Arrowhead Board, seconded by Commissioner Danford. The motion passed with all ayes. The length of the term is one year.

Workforce Development Board: Commissioner Norem made a motion to appoint Commissioner Danford to the Board, seconded by Commissioner Danford. The motion passed with all ayes. The length of the term is one year.

Planning Commission: President Davis advised letters had not been received from either Butch Ritchie or Don White for reappointment to the Board. Commissioner Norem made a motion to appoint Denise Thomas to replace Butch Ritchie, and Jeff Fosler to replace Don White. Commissioner Danford seconded the motion, and it passed with all ayes. Commissioner Danford made a motion to retain Commissioner Norem to the Board, seconded by Commissioner Norem. The motion passed with all ayes.

Board of Zoning Appeal (BZA): Commissioner Danford made a motion to reappoint Nathan Markum to the Board, seconded by Commissioner Norem. The motion passed with all ayes. The length of the term is four years.

Health Board: Commissioner Danford made a motion to reappoint Brenda Stanojevich to the Board, seconded by Commissioner Norem. The motion passed with all ayes. The length of the term is four years. Commissioner Danford made a motion to retain Deborah Hansen, for now, to the Board since there had been no request for anyone to serve on the Board. Commissioner Norem seconded the motion, and it passed with all ayes.

Starke County Library Board: Commissioner Norem made a motion to reappoint Judy Troike to the Library Board, seconded by Commissioner Danford. The motion passed with all ayes. The length of the term is four years. President Davis advised Mrs. Troike had replaced Michaelene Houston who had resigned from the Board in 2013.

Aviation Board: Commissioner Norem made a motion to refrain from any appointments to this Board for now until further research could be conducted. Commissioner Danford seconded the motion and it passed with all ayes.

Hospital Board: Commissioner Norem made a motion to reappoint Ben Bennett and Sandy Hansen to the Board. Commissioner Danford seconded the motion, and it passed with all ayes. The length of the term is four years.

Alcoholic Beverage Board: Commissioner Norem made a motion to reappoint Republican, Marv Peters, to serve another term on this Board, seconded by Commissioner Danford. The motion passed with all ayes. The length of the term is one year.

Solid Waste Board: Commissioner Danford made a motion to reappoint North Judson Town Board Member, Tim Cummins, to serve on this Board, seconded by Commissioner Norem. The motion passed with all ayes. The length of the term is one year.

PTABOA Board: Commissioner Danford made a motion to reappoint Ron Simoni and Ed Hasnerl to the Board; Ron Simoni as the qualified assessor/appraiser and Ed Hasnerl as the lay person appointee. Commissioner Davis seconded the motion, and it passed with all ayes.

LEPC Board:**Emergency Management Board:**

FEMA Board: Commissioner Norem made a motion to appoint Commissioner Davis to serve on all three boards (FEMA, LEPC, and EMB) with Commissioner Norem as the proxy. Commissioner Danford seconded the motion, and it passed with all ayes.

Starke County Convention and Visitor's Commission:

President Davis advised any appointments to this board will be put on hold until she speaks with Mayor Chambers.

Commissioner Norem made a motion to appoint Commissioner Danford to be the Commissioner Representative to serve on both the Safety Committee and the 911 Committee. President Davis seconded the motion, and it passed with all ayes.

Republican Chairperson, Brenda Stanojevich, advised she had submitted a letter to the Board requesting the Board retain Don White on the Planning Commission. President Davis thanked her for her interest in the appointments.

Note: The complete appointment listings have been posted on the County's website.

RE: CR300E & SR8 PROJECT UPDATE

Starke County Economic Development Foundation Director Charlie Weaver and Bob Aloï of Territorial Engineering appeared before the Board to present an update of the CR300E-SR8 project. Director Weaver advised the 300E-SR8 intersection project was ready to bid. He noted the south half of that intersection will be restructured which will include the realignment of the ditch and a replacement culvert. He advised it would not be an INDOT project, and also noted all necessary permits have been acquired. Commissioner Norem inquired as to the source of funding for this project. Director Weaver advised the funding will be from the Economic Development Portion of CEDIT. He advised the estimated cost of the project will be \$1,006,000.00 of which the County's share will be 40% or \$402,400.00. Mr. Aloï advised the project is projected to be bid out in February, and hold the bid opening in March. He noted he anticipates the project to come in under budget. He advised the EDA has approved, so far, the project specifications. Director Weaver advised they were before the Board to request permission to move the project ahead and schedule the bid advertisements in February. Attorney Lucas requested a copy of the bid specifications, and Mr. Aloï stated he had just put a copy in Mr. Lucas' mailbox in the Auditor's Office. Commissioner Norem made a motion to authorize the project to proceed with the bidding process. Commissioner Danford seconded the motion, and it passed with all ayes. Director Weaver advised the bids will be submitted to the County Auditor's Office.

Director Weaver then stated he was also present before the Board to advise of a second project, the removal of timber off proposed industrial acreage owned by the SCEDF. He advised the project would involve approximately forty acres, and would involve a clear cutting of the timber. He noted it would not be necessary for a performance bond, and the project would be paid with the SCEDF portion of the CEDIT Fund. He also noted there would not involve a prevailing wage hearing. Commissioner Norem made a motion to allow the SCEDF to proceed with the land timber clearing project, seconded by Commissioner Danford. The motion passed with all ayes. Director Weaver advised he will keep the Board updated with the project's progress.

RE: COUNTY HIGHWAY DEPARTMENT MONTHLY REPORT

County Highway Department Superintendent, Rik Ritzler, appeared before the Board and gave an update of the status of the county roads following the recent snow storm. He advised the road conditions are still slick and icy. He noted that due to the extreme cold temperatures the salt was not yet working on the roadways but will be when the temperatures start to increase. Superintendent Ritzler noted the north-south roads are still drifting. He advised road conditions have been downgraded from a "watch" condition to an "advisory" condition. He advised the current status of the roadways was that the driver's should be cautious and to drive slowly.

Commissioner Norem advised the State Governor had declared a State of Disaster Emergency and Starke County was included. Superintendent Ritzler advised he will work with the Emergency Management Director, Ted Bombagetti, on the application for reimbursement on the storm's expenses. He advised a total of \$4,000.00 to \$7,000.00 has been spent on overtime hours so far. He also noted the truck drivers had been amazing and all worked well together during the storm. President Davis advised the Board will need to set up the departmental meetings again, when the Commissioners visit the County's various Departments and visit with that Department's employees and listen to their concerns and answer their questions.

RE: SAFETY COMMITTEE UPDATE

Safety Committee Chairman, Jim Coad, appeared before the Board to present an update on the Safety Committee. He advised he has submitted to each Department Head a listing of training classes that are available through the County's liability insurance carrier to see which classes they would be interested in. He noted he is attempting to schedule a class on Employer Practices for the first week of February, possible February 3rd. Commissioner Norem advised the Healthcare meeting had already been scheduled for February 3rd. Chairman Coad advised he will schedule the training class for a day in February and will advise. He also suggested instead of holding monthly department head meetings on the first Monday of each month, to hold training classes every over month instead of the regular meeting. He advised the Board the next meeting of the Safety Committee will be held on Thursday, January 30th at 1:00PM.

RE: REQUESTS FROM SHERIFF COWEN

Sheriff Oscar Cowen appeared before the Board to request authorization to replace the current inmate transport van with an updated model. He proposed selling a retired 2006 Ford Crown Vic, the current van, and the retired Dare trailer and using those proceeds along with Commissary funds to purchase the new van, which would be used to transport inmates. He noted the Dare trailer has been sitting for the last three years since the Dare Officer retired, stating the County has not since had a Dare Officer. Commissioner Norem stated she would like to know the legal details in regard to the sale of property that was purchased with county money. Attorney Lucas advised is the item is worth less than \$1,000.00 the item could be sold without advertisement, and if the value exceeds \$1,000.00 the use of an auctioneer, internet, or silent auction is required, and would require advertisement of the sale. Attorney Lucas noted the police markings would need to be removed from the

vehicles prior to the sale. He also advised the internet option would need to be approved. Council President, Dave Pearman, stated the County could use his Ebay account with no expense to the County. Commissioner Norem made a motion to authorize the sale of the equipment through a statutorily approved internet auction company and the Sheriff's Commissary Fund could pay the fee. After a brief discussion Commissioner Norem rescinded her motion and made the motion to have the Sheriff investigate the options for the sale of equipment and report back at the next meeting. Commissioner Danford seconded the motion and it passed with all ayes.

The Sheriff also noted, in regard to the Inmate healthcare, he wanted the Board to be aware that the old company took the medication with them when they left. He noted they were to leave a month supply on hand, but they only have a one to two week supply, not a one month supply. Commissioner Norem stated the nurse was instructed to leave a thirty day supply of medicine.

RE: AUDITOR'S BUSINESS: MINUTES, PAYROLL CLAIM

Commissioner Norem made a motion to approve the minutes of the December 16th meeting, seconded by Commissioner Danford. The motion passed with all ayes. Commissioner Norem made a motion to approve the payroll claim for the pay period ending on 12/21/13, with a pay date of 12/27/13, in the total gross amount of \$189,255.70. Commissioner Danford seconded the motion, and it passed with all ayes.

IN OTHER BUSINESS TO COME BEFORE THE BOARD:

Commissioner Norem made a motion to approve Mary Beever's request for a key. Ms. Beever is the new BZA Secretary. Commissioner Danford seconded the motion, and it passed with all ayes.

Auditor Chaffins explained it was just recently discovered by the Payroll Deputy, Rachel Oesterreich that a county employee had been enrolled in PERF back in 2011 but the then Payroll Deputy had not set up the employee for the payroll deduction, nor the County contribution. She advised the amount that is required to bring PERF up to date for that employee is \$1,868.11 from the employee, and \$4,517.68 from the County. She advised it was more than the employee could pay at one time and inquired if they could satisfy this amount by doubling the current PERF deduction, and the one half would not go into PERF but would go back to the County since the County will be paying her portion up to date. The Board authorized the transaction.

The Auditor advised she had already been receiving questions in regard to the County employees that could not work while the County Offices were closed due to the snowstorm and if they would be paid for those two days. President Davis stated she thought the County could pay for one of the days and the employee be responsible for the other. Commissioner Norem made a motion to allow paying salaried employees: Department Heads and Elected Officials, but not hourly employees. Commissioner Danford seconded the motion and it passed with all ayes. Commissioner Norem stated if the employee would like to receive pay they would need to use their vacation time. Clerk Evelyn Skronski inquired as to what will happen if her full time employees had already used their vacation time since it is based on their anniversary date. After a brief discussion, Commissioner Norem stated the employee can use their future vacation days as long as the employee submits written approval of that request to their Department Head and it is filed in the Auditor's Office. The vacation time used will be subtracted from their future vacation days. Commissioner Danford seconded the motion, and it passed with all ayes. Commissioner Norem advised the employees could option not to get paid. She also noted an employee can't work through their future lunch times to make up the lost two days.

Emergency Management Director, Ted Bombagetti appeared before the Board with the Local Disaster Emergency Declaration, for Starke County, for their signatures.

There being no further business, Commissioner Norem made a motion to adjourn the meeting, seconded by Commissioner Danford. The motion passed and the meeting was adjourned at 11:45AM.

January 8, 2014

Kathy Norem, President

Kent Danford

Jennifer Davis

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