

Monday, February 16, 2015

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 7:25PM in the Annex meeting room, Knox, Indiana, with Kent Danford, Kathy Norem and Don Binkley present and the following proceedings were held to wit:

President Danford called the meeting to order at 7:25PM.

IT DIRECTOR'S REQUESTS FOR APPROVAL

IT Director, Joe Short, appeared before the Board to request approval on the proposal from WTH to establish a Think GIS Crime Mapper Public Web Access Site. He explained that the site would map out the location of recent crimes in the County. Sheriff Dulin advised the type of crimes which would be mapped are mostly thefts and burglaries. Director Short stated the cost of the access is \$1,400.00 and could be funded from the WTH Fund. County Attorney Marty Lucas inquired if that information could be used by the criminals to know the County Police are aware of the activities and the criminals should move their illegal activities to a different location before they are caught. Attorney Lucas stated he believed it was the Police Department's policy not to advise where they are at with various criminal investigations. Sheriff Dulin advised that was the past way of thinking. He noted he wants to be more open and transparent with advising the public of the various crimes in the County. He is trying to make public awareness in order for the county's residents to be more cautious, especially if there had been crimes committed in their neighborhood and to watch out for the neighbor's property. He noted in addition to the mapping being posted on the County's website, WKVI is willing to post a link on top of their Police Reports page. Mary Peron of WKVI Radio advised the Police Reports page is one of their most popular sites. Commissioner Binkley made a motion to approve the proposal for the GIS Crime Mapper, seconded by Commissioner Norem. The motion passed with all ayes.

Director Short then advised the Board of a request received from the County's internet provider. He stated the company is requesting for accessibility to the Washington Township Tower in order to provide internet access to that portion of the County. He noted their placement on the tower will not cause an interference of County communications. The Board advised there should be a clause in the agreement if it causes interference, the lease will be terminated. Commissioner Norem advised there are still residents in that area of the County who do not have wireless internet and are still using the dial up system. Commissioner Binkley inquired if there is any benefit to the County. Director Short advised no but the Washington Township Fire Department will be receiving free internet. Attorney Lucas advised since the County is the owner of the tower the Board's signatures should be on the agreement.

The next issue presented by Director Short was in regard to the County's need to purchase updated computer servers. He advised the County Council had removed the purchase of computer equipment out of the County General IT Department's budget and now he needs to purchase a server. The Board advised Director Short to get together some price quotes and present them to the next Commissioner meeting. Since the Cumulative Capital Development Fund won't receive more funding until the Spring Tax Settlement the Council may possibly appropriate the funding from the 2014, unexpended portion, of the CAGIT Certified Shares Fund.

CO. HWY. DEPARTMENT'S PROPOSAL FOR A MECHANIC'S POSITION

County Highway Superintendent, Rik Ritzler, appeared before the Board to introduce a proposal of the creation of a third mechanic's position in their machine shop. He advised up to 2009 the Highway Department had three mechanics, but in 2009 the third mechanic's position was eliminated. He advised the Highway Department provides the maintenance to not only all 78 vehicles of the highway department but also several other county vehicles. He advised the total number of vehicles being maintained by the Highway Department's Garage was around 100. He stated his goal in creating the third mechanic position was to save money for the County by being able to complete the work themselves in their shop, instead of outsourcing the work. He noted they would like to be able to rebuild engines and transmissions again in their shop. He advised they would have the money in their budget, especially when they see the savings in repairs and maintenance by doing the work in-house. He advised he would compile the list of county vehicles they maintain and the total number of hours spent on that maintenance. He stated he would send it out to the Board prior to their next meeting.

SHERIFF DULIN'S REPORT ON JAIL STAFFING

Sheriff Bill Dulin, Chief Deputy Kenny Pfof, and Matron Chris Suprenaut appeared before the Board. Commissioner Norem gave a summary of the new jail staffing. She advised when the County was in the very early planning stages of the jail the County's Jail Committee listened very carefully to the advice they received from former State Jail Inspector and current DLZ employee, Paul Downing. She noted the County had a lot of confidence in him and listened to his advice. During those preliminary meetings he advised the County of the additional staff which would be required when the jail moved into the new building. At that time he advised the County would need to hire one additional full time jailer, two part time cooks, and one part time maintenance person. DLZ had predicted the estimated costs of those additional employees to be approximately \$110,000.00 when all the additional payroll fringe benefits are included. She noted those figures were included in all the preliminary presentations made to the public. However, Sheriff Dulin recently requested a staffing analysis be completed by the State to help him plan for his staffing in the oncoming months. She noted that staffing report differed tremendously from the early information received from DLZ. She noted the greatest differences in reports were: 1. The early report from DLZ stated the County would not need to staff the watch tower at night and the Dispatchers would monitor the cells via video camera, but the latest report was calling for the tower to be manned at all times. 2. The second report called for the Court Transport Officer to be a full time employee. She noted since the County is constructing an onsite court room it will be a rare occasion when there will be a need to transport an inmate to court. 3. The latest staffing report is calling for a part time mental staff counselor, but a mental health counselor is provided by the company contracted to provide nursing care to the inmates, and per the Indiana Administrative Code, not required to be on staff; 4. The jail was understaffed to begin with. She advised the second analysis was conducted by Bill Wilson, who is employed by the Indiana Sheriffs' Association and is the report is based on staffing a fully occupied jail. She advised she had met recently, along with Sheriff Dulin, with Bill Wilson, and on conference call with Paul Downing and Ken Wicker, a State Jail Inspector. Commissioner Norem advised until the jail is up and running they will not know for sure the exact number of staff that will be needed. As of right now the Sheriff would like to hire two additional jailers at a total cost of approximately \$52,000.00-\$53,000.00 per employee (gross wages plus the extra fringe benefits) so they can receive the proper training before moving into the jail. The

Sheriff advised the training will take place in May. Commissioner Norem advised the County is still planning on the Dispatch Center to monitor the cell area via video cameras during the night shifts. Commissioner Norem made a motion to take the Sheriff's request under advisement. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Norem advised the Sheriff to be placed on the agenda for the next Commissioner meeting. She also noted the funding of the additional jailers could come from the CEDIT Special Legislation Fund, as that is an eligible expense of that tax.

The Sheriff then brought up the discussion of the new equipment he is requesting. He stated he was now asking for the 2nd vehicle, also a SUV, and light bar. He noted he had originally stated he would take one SUV and one Sedan but has since decided he would prefer the two SUVs. He stated the FWD vehicles don't go anywhere in the snow. He also requested an equipment console for the new vehicle as they cannot be transferred from one type of vehicle to another. He also stated he would like for a mobile radio for the vehicle as the radio will be staying with the Durango when it is given to the Coroner to use. Chief Deputy Kenny Pfost stated the video system can be transferred between vehicles but only one radio can be moved. The Sheriff stated he wants to keep the Sheriff's Department and the Coroner's Department as two separate departments and he doesn't want the Coroner to use a Sheriff's radio since the Coroner is a Sheriff's Deputy. Commissioner Norem noted the equipment, for both departments, is paid out of the County General fund and why would the County pay for one person to have two radios. The Sheriff also reported he would need to purchase another radar system for the second vehicle also. IT Director Joe Short stated there is a possibility a radio could be purchased out of the 911 Fund as he believes that would be an eligible use of those funds. There was a brief discussion in regard to the portable radios and why the Coroner would need to have two different radios. EMA Director Ted Bombagetti advised the grant funding the County received was only in regard to a radio update. Commissioner Norem made a motion to approve the Sheriff's purchase of an additional SUV in the amount of \$29,750.00 and a light bar, with any other equipment purchases to be tabled for now. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Norem asked Commissioner Binkley to work with the Sheriff in preparing a list of equipment needed of only mandatory equipment. Commissioner Norem noted the County Council will now need to appropriate the funding for the second vehicle and light bar. She also noted the Sheriff should purchase the new dog kennel from his Commissary Fund. Sheriff Dulin advised they have \$16,000.00 invested in the dog and they now need a good transport kennel.

County Coroner, Adam Grey, who was in attendance for the meeting, stated this is the first time a Funeral Home Director isn't the Coroner. Coroner Gray advised he would take the radio out of the Durango and give it to the Sheriff. When he would need to contact Dispatch while he is on a Coroner's call he will use his cell phone. He then noted he will include the purchase of a radio in his 2016 budget request. He stated the reason why the Sheriff's Department is in so much need for updated equipment was the fault of the former Sheriff. Commissioner Norem stopped his further commenting so the meeting could continue.

IN OTHER BUSINESS:

COMMON CONSTRUCTION WAGE HEARING

Commissioner Norem advised she was contacted by the Knox Schools in regard to their need to hold a Common Construction Wage Hearing in regard to a proposed project. She noted at the time the Board was making their various board appointments it was decided, by the Board, not to make an annual appointment to the Wage Commission as they decided to appoint a representative by specific project. Attorney Lucas advised the taxpayer representative must own property in that school district. Commissioner Binkley made a motion to appoint Kenny Wallace to be the County's Taxpayer Representative. Commissioner Norem seconded the motion and it passed with all ayes.

ASSESSOR REQUEST TO ATTEND TRAINING

President Danford advised he had received a request from County Assessor for preauthorization allowing her two Deputy Assessors, Michelle Snowdon and Jody Czerniak to attend a Level III Assessor's Training on March 30-April 3, 2015 in Indianapolis. The approximate costs of the training and related expenses are: meals \$312.00; lodging \$650.00; and mileage \$120.00, for a total cost of \$1,082.00. Commissioner Binkley made a motion to approve the request to attend the training, seconded by Commissioner Norem. The motion passed with all ayes.

STARKE COUNTY EMERGENCY FOOD & SHELTER BOARD INVITATION TO SERVE

Commissioner Norem advised she had been contacted by Joan Haugh of Starke County Community Services to see if anyone from the Board of Commissioners would be willing to serve on the Starke County Emergency Food and Shelter Board. She noted the Board is to be comprised of key agencies and representatives within the community who meet to review and award emergency funds to agencies to administer. Commissioner Norem advised she had already served on the Board and she would now like to see one of her fellow Board members have their opportunity to serve. As the meetings are typically held during the day Commissioner Binkley advised he would not be able to participate. President Danford advised he could serve on the Board. Commissioner Norem made a motion to appoint Commissioner Danford to serve on the Emergency Food and Shelter Board. The motion was seconded by Commissioner Binkley and passed with all ayes.

CVC BOARD APPOINTMENTS

Commissioner Norem advised thanks to the help they received from the Local Media Starke County will now have a fully populated Convention and Visitors' Commission Board. She noted the Board has received two more requests for appointment to that Board and they are Mary J. Bendt, the correspondent for The Leader and recent organizer of the Woodstarke Festival held in Knox last summer. The other appointment request was from Patty Bush, who is involved with the Bass Lake Festival, and resides in California Township. She noted both applicants are Democrats which would allow for the politically balanced board, making the board comprised of five Democrats and four Republicans. Commissioner Norem made a motion to appoint MJ Bendt and Patty Bush to the Starke County CVC Board. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Norem advised their terms would expire on 12/31/16.

BREACH OF ANTHEM'S COMPUTER INFORMATION SECURITY

Commissioner Norem stated the County was advised by Anthem, who is the carrier of the County's Health Insurance Policy, that they had a major breach to their computer security which could affect the personal data of the County Employees who are covered by their health insurance. Auditor Chaffins advised she had forwarded to the Department Heads and asked them to share the information with their employees—as to what they can do and what to watch for in regard to this breach of data. Attorney Lucas noted it was Anthem's computer system that was breached not the County's computer information.

AUDITOR BUSINESS: VENDOR CLAIMS, PAYROLL CLAIM, MINUTES, MONTHLY FINANCIAL REPORT

Commissioner Binkley made a motion to approve the minutes of the February 2nd meeting, seconded by Commissioner Norem. The motion passed with all ayes. Commissioner Norem made a motion to approve the payroll for the pay period ending on January 31, 2015 with a pay date of February 6th, in the total gross amount of \$199,256.16. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Binkley made a motion to approve the vendor claims in the total gross amount of \$306,421.16. Commissioner Norem seconded the motion and it passed with all ayes. Auditor Chaffins advised all departments were in compliance with the submission of their monthly financial reports. She also noted she had distributed to the Board copies of the Statement of Fund Balances as of 2/16/15 and a copy of the 2015 Budget Order Tax Rates per Tax Unit, which compared the 2015 tax rates to the 2014 rates.

MEMORIAL DAY FLAGS

Commissioner Binkley advised he received a telephone call from Kevin Kroft of the Knox American Legion Post in regard to the claim they had submitted for payment in the set of vendor claims from the February 2nd meeting. The original claim submitted was in the amount of \$3,000.00 but the Board only approved the claim for the amount of \$2,000.00. The Board had decided they would like to see their \$6,000.00 budget appropriation for Memorial Day Flags to be distributed equally among the three American Legion Posts which are all located in the County. Commissioner Binkley advised the Knox Post is requesting their additional \$1,000.00. Matt Gourley, of the American Legion Post in Hamlet, was present for the meeting. He advised last year their Post received \$1,500.00 and that was not enough to cover the expense of purchasing flags for all the veterans' gravesites as their Post covers four to five different cemeteries in their area. He noted some of the flags they had to use last year were old flags. (In 2014 the \$6,000.00 was budget was distributed: \$3,000.00 to Knox, \$1,500.00 to North Judson, and \$1,500.00 to Hamlet American Legion Posts.) President Danford advised he would speak to the Commander of the North Judson American Legion Post to receive his input also before a decision on the claim distribution will be made. Mr. Gourley advised he will calculate the amount they would actually require at the Hamlet Post.

PARK BOARD UPDATE

Skyler Ellinger was present for the Board meeting and advised the Park Board had met on January 20th at which time the Board was organized for 2015. He advised he is now the President of the Board and will be the contact person for that Board. He noted their next meeting is scheduled for Tuesday, March 17th. He stated the Board is working on proposing a five year plan and are looking into the possibility of grant funding.

EMA DIRECTOR'S REQUEST FOR DOCUMENT APPROVAL

EMA Director, Ted Bombagetti, presented to the Board documents he prepared for FEMA in regard to the snow emergency the County experienced the weekend of February 13-15th. He advised one of the documents was in regard to submitting the storm related expenses to FEMA for reimbursement, and the other document was the termination of that weekend's Emergency Declaration. Commissioner Norem made a motion to approve the documents, seconded by Commissioner Binkley. The motion passed with all ayes and the documents were signed.

Auditor Chaffins requested permission to hold a meeting with the Washington Township Advisory Board on Wednesday, Feb. 18th in the Annex Building Meeting Room. She advised she has been assisting the newly elected Township Trustee organize the financial records of their Township. Permission was granted by the Board of Commissioners to hold the meeting.

With there being no public comment and no further business Commissioner Norem made a motion to adjourn the meeting, seconded by Commissioner Binkley. The motion passed with all ayes, and the meeting was adjourned at 8:45PM.

February 16th, 2015

Kent Danford, President

Kathy Norem, Vice-President

Don Binkley

Katherine Chaffins, Auditor &
Secretary to the Board of Commissioners