

Monday, April 1, 2013

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 9:00AM in the Annex Meeting Room, Knox, Indiana, with Kathy Norem, Kent Danford and Jennifer Davis present and the following proceedings were held to wit:

The meeting was called to order by President, Kathy Norem. She inquired if anyone had any additions or corrections to the posted agenda. There being none, the meeting continued with the Auditor's scheduled business.

RE: MINUTES, PAYROLL CLAIM, VENDOR CLAIMS

Commissioner Danford made a motion to approve the minutes from the March 18th meeting. The motion was seconded by Commissioner Davis, and passed with all ayes. Commissioner Danford made a motion to approve the pay claim for the pay period ending March 16th, with the pay date of March 22nd, in the total gross amount of \$185,211.40. Commissioner Davis seconded the motion, and it passed with all ayes. Commissioner Danford made a motion to approve the vendor claims as presented, in the total amount of \$183,693.98. Commissioner Davis seconded the motion, and it passed with all ayes. President Norem advised they had received the billing from the Pulaski County Jail for the housing of Starke County inmates during the month of February, 2013. She noted, the invoice totaled \$10,920.00, and will be processed during the normal vendor claims process, as long as it has been verified by Sheriff's Office Manager, Chris Smith.

RE: EMS MONTHLY REPORT

EMS Director, Paul Mathewson, and EMS Clerk, MaryLynn Ritchie, appeared before the Board to present their monthly report. Clerk Ritchie advised they had received a total of \$983.10 from Collections Attorney, Jonathan O'Hara, and \$382.86 from the Starke County Clerk's Office, from Small Claims Court collections. She also advised she has been cleaning up the old, bad debt, account receivables in the computer software, noting she is up to the beginning of the year 2010. She advised she will be leaving a two year accounts receivable history in the system. She also submitted a report of runs for the month of March showing the number of ALS, and BLS and Advanced runs, and also the number of ALS, BLS, and Advanced transfers, noting the number is consistent. Director Mathewson advised he will be meeting with State representatives that week that will be checking out the ambulances for certification.

RE: COUNTY HIGHWAY DEPT. MONTHLY REPORT

County Highway Superintendent, Rik Ritzler, and Foreman, Scott Dedloff, appeared before the Board to present the monthly report. Superintendent Ritzler presented a listing of State and locally funded projects scheduled to be completed in the next three years, also including any road closures. He noted the listing included the North Judson project. He advised he had received a call from the LaPorte County Engineer requesting to meet with them to discuss using the Starke County models of open deck style bridges, since they have no sidewalks--only guard rails, they are easy to maintain, are a simple design, and last approximately 60-70 years. Superintendent Ritzler advised he is proposing adding roads that are designated as Major Collectors to entitle the County to receive additional funding. The roads he is presenting are CR700S between US421 east to SR39; Range Road between US30 south to SR14, in Pulaski County; and CR1100E between US30 north to SR23. He noted this would add an additional 50 to 60 miles to the Major Collectors' designation listing. He also advised he had moved Bill Crase back to a Drivers slot, but noted Mr. Crase will also be completing the bridge inspection book review, and the sign project that is due for completion in 2014. President Norem advised him to create a new job description for that position and it will require the Council's approval. The Superintendent advised he will be attending the next Council meeting on April 15th. He noted with Crase back as a driver, they now have a dedicated driver for each route. But, he added, he will need to transfer \$3,000.00 of appropriations from the overtime budget line item, into the driver's pay line item. Commissioner Davis made a motion to accept the additional driver's position, and approval of the transfer request from overtime to driver's pay. Commissioner Danford seconded the motion, and it passed with all ayes. Superintendent Ritzler advised they had completed the interviewing of applicants for the second mechanic's position. He noted they have two good candidates and they will be offering the position to one of the candidates today. He advised that would give the department two full mechanics to maintain the County's ninety three vehicles. The Superintendent also advised he is receiving specs on the purchase of new trucks for the department, and is working on a presentation to be given at the Council's April 15th meeting. He noted he will be proposing the purchase of four new trucks, two single axles, and two tandem trucks. He advised, he will then propose the purchase of one new truck each year, so that way every fifteen years the fleet will be replaced. Commissioner Danford questioned the purchase of a single axle truck, and the Superintendent advised single axles are better in certain situations like working in subdivisions or in tighter areas, and also not all drivers are proficient in driving tandem axle trucks. He also advised he is working on a five to ten year plan for the replacement of the following County assets: roads, bridges, and equipment. He noted his goal is to get the plan completed within the next six months. The Superintendent noted he will be meeting with Mr. Werner and Mr. Knoebel, representatives from the Hoosier Valley Railroad Museum, on Thursday, April 4, at English Lake to discuss the railroad crossings in that area. Commissioner Danford inquired in regard to the washout on Toto Road and was advised the DNR is looking into it. He then inquired about the situation on CR800E, and was advised that has been taken care of. Commissioner Davis inquired if the Highway Department has their list completed of items for the County Auction. Commissioner Danford advised he has spoken with one auctioneer and is looking at June as when to hold the County Auction. He noted thus far, he has not received any lists from any County Department. Commissioner Davis inquired if he could have a specific date ready to announce at the next meeting.

RE: BRIDGE 43 REPLACEMENT

County Highway Superintendent, Rik Ritzler, and Mark Wilson, of JPR (Jones, Petrie, & Rafinski) appeared before the Board to discuss the progress of the Bridge 43 replacement. Mr. Wilson advised the bridge project will be very similar to the Bridge 51 project. He noted they are completing the soil borings, and have completed the project schedule. He advised the bids could be opened at the May 20th meeting of the Board, and suggested having it scheduled for early on in the meeting, and then they would have a chance to compare the bids, and made a recommendation to the Board at that same meeting. He advised the project would last approximately ninety days, with construction beginning on June 1, and ending by Labor Day. The cost of the project is estimated to be similar to the Bridge 51 costs, with Bridge 43 being a shorter but wider bridge than Bridge 51.

He noted the bidding will be advertised on May 9th and May 16th in the Leader, with the bids to be opened at the May 20th meeting. Auditor Chaffins, and County Attorney, Marty Lucas, questioned the timing of the advertisement. Mr. Wilson stated the publishing dates could be changed accordingly. Attorney Lucas also advised he will look into requesting a Wage Rate Hearing for this bridge project. Mr. Wilson also noted he has coordinated with the various utility companies that are involved in that area, noting Walkerton Electric will be moving their pole, and he has yet to make contact with CenturyLink who has their cables running under the ditch, close to the bridge pilings. He also noted the project will require approve from the Army Corps of Engineers due to it being a wetlands area.

Mr. Wilson advised he will be presenting a proposal for conducting bridge construction inspections at the April 15th meeting. The estimated cost of the inspection proposal is \$28,760.00, and would be the same inspection team as the last project.

RE: CADA PROCLAMATION

Wendy Elam, of CADA, the Coalition against Domestic Abuse, appeared before the Board requesting the Commissioners approve and sign a proclamation naming April as Child Abuse Prevention Month. President Norem read the Proclamation. Commissioner Danford made a motion to approve and sign the proclamation, seconded by Commissioner Davis. The Proclamation was signed and sealed by the Board. Ms. Elam advised CASA and CADA will be holding a vigil on Tuesday, April 16th, at 7PM, in the parking lot by the City of Knox' Offices.

RE: COMMUNICATIONS UPDATE

EMA Director, Ted Bombagetti, and IT Director, Joe Short, appeared before the Board to give an update of the status of the business conducted at the March 18th meeting in regard to improving communications with the outlying fire departments, Koontz Lake and San Pierre. Director Bombagetti advised J & K Communications has applied for the updated licensing, and he has email documentation from them. He noted, thus far, he has received no reports of problems with communications. IT Director, Joe Short, advised he has received comments on the improvements to the radio communications, noting the radio signals were picked up on Toto Road, at the Starke-Marshall County, and by the Walkerton Police Department. He also advised the radio antenna was moved, in San Pierre, to the top of the water tower, on Friday, March 29th. The Board expressed an acknowledgment of the great work they have done in improving the Communications in the County.

RE: SPECIAL ELECTION DESIGNATED POLLING LOCATIONS

County Clerk, Evelyn Skronski, and James Henriott, appeared before the Board to receive authorization to designate the following locations as the voting places for the Knox Schools Referendum Election on May 7, 2013:

California Township—Precinct 1: Bass Lake Property Owners' Center, Precinct 2: California Township Fire Station
Center Township—Precincts 1, 2, 3, & 4: Knox Community Center; Precinct 5: New Hope Baptist Church, Precinct 6: Starke County Highway Garage

Washington Township—Precincts 1 & 2: Washington Township Community Building.

Commissioner Danford made a motion to approve the polling locations, seconded by Commissioner Davis. The motion passed with all ayes.

RE: REQUEST BY JAMES MOL, FOR VACATING AN ALLEYWAY, SCOVILLE SUB-DIVISION AT BASS LAKE

James Mol, of Bass Lake, appeared before the Board to request the Commissioners consider vacating an alleyway in the Scoville Subdivision at Bass Lake. He advised the property is located behind the Bass Lake Property Owners' Building. Mr. Mol advised there is no driveway or gravel road there noting it is grown over, and the neighboring property owners have been cutting the grass at that location. Attorney Lucas advised per Indiana Code 36-7-3-12, there is a formal procedure for this request. Foreman Scott Dedloff, of the County Highway Department, stated the property does appear on the County's map, but it is not included in the County Highway's road inventory. Attorney Lucas advised once the Board of Commissioners approves his petition then, per Ordinance, 5-1-13, the request needs to be presented to the County's Planning Commission, for their approval. He noted, after the adjacent landowners are notified, a public hearing would be held. President Norem advised Mr. Mol to work with County Highway Superintendent Ritzler to see if the alley has been recorded as a dedicated roadway.

IN OTHER BUSINESS TO COME BEFORE THE BOARD:

AMMENDED TRAVEL POLICY

Attorney Lucas advised he has been drafting the changes to the County's Travel Policy which will require the County Council's approval. After much discussion in regard to the amendments to the policy, Commissioner Davis made a motion to approve Attorney Lucas' revised Travel Policy pending the approval of any further modification prior to the Council's approval. Commissioner Danford seconded the motion, and it passed with all ayes. President Norem advised to email Attorney Lucas with any additional suggestions they might have in regard to modifying the travel policy. Council President, Dave Pearman, who was in attendance at the meeting, inquired about the special situation when the County's First Responders are deployed by FEMA for assistance with a national emergency. President Norem advised that would require an addendum to the Travel Policy.

2014 HEALTH INSURANCE COSTS

President Norem advised, the Federal Government insurance mandates, scheduled to go into effect in 2014, could be quite expensive to the County and they will need to budget for it in the 2014 budgets. She advised a meeting has been scheduled with Debbie Rykovitch of 1st Source Insurance on May 10th, at 10:00AM, to discuss the expected costs of those insurance mandates. She advised the Auditor to post the meeting as a combined meeting of both the Board of Commissioners and the County Council.

APRIL OFFICE HOURS

President Norem asked the Commissioners to complete the calendar, for the month of April, with their hours as to when they will be available to be in the Commissioners' Office, at the Courthouse.

PUBLIC COMMENTS

Bob Rayburn inquired, in regard to the building at the SE corner of Toto Road and US35, as to when the debris, of the partial demolition of the building, would be cleaned up. President Norem advised she would forward the complaint on to the Planning Commission as an unsafe building situation, noting it has been in the process of being torn down for over a year.

There being no further business, Commissioner Danford made a motion to adjourn the meeting, seconded by Commissioner Davis. The motion passed and the meeting was adjourned at 10:43AM.

APRIL 1, 2013

Kathy Norem, President

Jennifer Davis, Vice-President

Kent Danford

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

NOTE: There was a brief meeting of the County's Board of Finance in order to approve and sign the finalized minutes of the March 4th meeting. Treasurer Clark made a motion to approve the minutes of the March 4th meeting, seconded by Commissioner Danford. The motion passed and the minutes were signed into record.

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