

## MONDAY, MAY 6, 2019

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 Charlie Chesak, Kathy Norem, and Bryan Cavender present and the following proceedings were held to wit:

The meeting of the Board of Commissioners was called to order by Commissioner President Charlie Chesak at 6:00PM.

### EMS MONTHLY REPORT

EMS Director Travis Clary and EMS Clerk MaryLynn Ritchie appeared before the Board to present their monthly departmental report. Clerk Ritchie presented the cost report for the refund they will be getting from Medicaid which balances the cost to what they actually pay the county. Commissioner Norem asked what the amount will be. Clerk Ritchie stated they are not sure on the amount that will be received at this time it will be figured with a formula. Clerk Ritchie then presented a contract with Stryker, she advised it has already been presented to the council. The contract states 5 years no interest for the cardiac monitors, she advised they had put the Lucas Device and the cardiac monitors on one contract. They had to have them separate those as they are paying for the Lucas Device with a donation. She presented the amended contract to Commissioner Chesak to sign. Clerk Ritchie presented the monies received from O'Hara and Small Claims Court. Commissioner Chesak read the report being: \$1,496.56 was collected from O'Hara and \$428.51 collected from Small Claims Court. Clerk Ritchie then presented the runs report, she stated they had quite a few runs and runs billed, they had 384 runs billed. The transfers from the hospital reported to be 116, they are at 35% of their total runs. She reported that they are up \$28,190.15 in collections for April of 2019 in comparison to April of 2018.

Director Clary presented his operation report. He stated the transfer unit has been operating 12 hours a day for the past month. They have been seeing great numbers from this unit, as they had anticipated. The truck has also been a great addition on the 911 side of things. They have responded to approximately 13 911 calls, and approximately 30 transfers in a 12 hour period. They continue to do transfers after the transfer unit hours, and that seems to be going smoothly defaulting back to their 50 mile radius after 9PM. He reported the new ambulance was placed in service approximately 2 weeks ago, and has been working out great. The radios again were the biggest hold up. The transfers have been going to Riley's Hospital in Indianapolis and Fort Wayne. He reported they have been working on the State recertification for their provider which is due in July, they have submitted the document needed, they are now just waiting to hear back from the State. Director Clary reported personnel wise he has hired four part-time EMT's and one part-time Paramedic. They are all nearing the completion of their orientation time. We will continue to hire part-time staff as needed with the additional unit in operation.

Director Clary reported in his training operations they had held a class on respiratory emergencies, and held their monthly audit-review after that. He has taught many CPR classes around the community again. He stated he will be doing a course for Child Protective Services, and other local organizations. He has recently taught a CPR course for our county employees. He stated he had individuals from all three county buildings attend and get familiarized with the AED's we placed at the buildings last fall. He will be going to Starke ER this Wednesday evening for their ER meeting to instruct them on how to use their new Lucas Device. They are slowly starting to transition into their busy season of trauma so they will be holding many courses in the coming months in regards to that. They intend on holding mass casualty training later this month. Director Clary reported they had another injury free month. In ambulance maintenance they have had no recent ambulance maintenance issues. They have continued to maintain their fleet with routine maintenance as needed. At their Medic 1 station in North Judson they have had a spring and garage door operator recently go out. Director Clary stated they were recently awarded a grant from the Indiana Department of Health. The grant awarded us with 200 doses of Narcan, and atomizers. This will save the county approximately \$8,000.00. He also received a second grant from the Hardesty Memorial fund with the help of the Northern Indiana community Foundation. The grant was for \$5,000.00, and that will go towards the purchase of a newer/larger ALS Non-Transport Vehicle. He has submitted a grant for Starke United and NIPSCO and he will continue to work with Stryker to get new ambulance cots through a grant. He reported that his crews have recently participated in mock crashes at Knox, and Oregon Davis schools and will continue to assist with any events that happen within our community.

## COUNTY HIGHWAY MONTHLY REPORT

Rik Ritzler, Superintendent of the County Highway Department, appeared before the Board to present his monthly departmental report. He reported that the Bridge #7 replacement is in the design process, Bridge #154 is in progress and will be done by the end of June. He reported after this the county will only have one deficient bridge. Also, Bridge #140 is also in the design process. He reported culvert cleaning was completed on 4/26/2019, they had cleaned 52 culverts around the county. After the culvert cleaning they identified a few more that need to be replaced for a total of 21. They have replaced 5 so far of the 21 culverts, he also reported that 57 bridges were cleaned throughout Starke County. The bridge sealing will begin in September. The intersection improvement of CR 210 and Old SR 10 is in progress and should be completed soon. The project on CR25N will start in May. Superintendent Ritzler stated the chip seal rounds will be beginning soon, he presented a map to the Board of Commissioners showing the projected roads that will be considered for improvements. He then presented the spring 2019 Paser Ratings, he explained five or six years ago the ratings were very low and his department has been moving that up slowly over the last several years. Ritzler stated now that the Bridges are almost complete more money can be spent in road improvements. He stated compared to the state rural counties, Starke County roads are better than most.

Superintendent Ritzler then presented the hot mix route map outlining all the roads that are expected to be hot mixed over the next several years. He explained these are the roads that will be presented in the Community Crossings grants. The CR25N project between CR600E and SR23 has already been approved and will be beginning this month, the next set they will focus on for submission will be 400S, 25N, and 50S that will be connecting Knox to SR39 and to North Judson. Superintendent Ritzler presented the asphalt emulsion pricing in 2018 they paid \$1.68 for AE-90 and \$1.75 for AE-150. These prices are captured through the bidding process. This year Marathon Oil received the bid for AE-90 for a price of \$1.63 and Bit-Mat received the bid for AE-150 being \$1.68. The lower prices will allow his department to complete additional miles of improvement. He stated they will be doing crack-sealing in August, they expect to complete 20 miles of improvement. They will be rebuilding and reopening 1100E which has been closed. He stated they will also be doing a crosswalk at Boa Shores this summer but not sure in which month. The ongoing actives within his department include, patching, mowing, brush cutting, hauling materials, grant applications, training, facility upgrades, grading gravel roads, trash & roadkill, and routine truck inspections.

Superintendent Ritzler stated they will be getting a work one crew either by the end of this month or beginning of next month. They have not had to start their dust control because of the rain yet but will be ready when they need to. Later this summer they will be doing speed limit investigations and will be have pursue complete safety audits on different intersections throughout the county. He presented the fuel usage for each department for the month of April, he stated the activities the department completed for the month affect the fuel amounts that are being used. He reported they currently have one road closed for flooding, this is 900E between 550S and 625S. Ritzler reported that they did not have a reportable workman's comp accident this month. He stated he did have an employee report an injury a few days ago that happened seven months ago. He is letting the insurance company handle whether or not that will be accepted. Superintendent Ritzler presented a map to the board that outlines the bridge improvements throughout Starke County over the last several years. Commissioner Norem commended Ritzler on the work he has accomplished over the years regarding the bridge improvements. Ritzler stated he was able to complete this work with the help of the Board of Commissioners and the support they have given him over the years he has been Superintendent.

Superintendent Ritzler reported that repairs have been made to the railing at the Bass Lake Beach. He stated this temporary repair should last throughout the year. He also reported that as they already know Starke County has been chosen as finalists in the Stellar Community Award. He presented one version of the logo that they are creating for this award. Attorney Lucas stated this was created by local individuals so these are Starke County arts and they want to make sure they support the arts in Starke County. Ritzler explained that the winners of the Stellar Grants have been changed a little bit this year from previous years. There will still be one winner but then the three runner ups will get 1 million dollars that will be split between them, this means no matter what the Constellation of Starke will get \$333,000.00. Attorney Lucas stated it will be about \$350,000.00 per runner up. There were many people instrumental in this process, Commissioner Norem names some of the individuals who were being: Larry Wickert, Marty Lucas, Rik Ritzler, City of Knox, Jessica from the Community Foundation. He stated the stellar committee would like to hire a consultant for the grant wiring and application process during the next steps. They will be getting fee proposals from DLZ, HWC, and possibly one more. They

would need to budget about \$60,000.00 to be able to do this. He stated that City of Knox will be putting in \$10,000, Community Foundation \$10,000, OCRA Grant \$10,000, and he would like to suggest Starke County putting in \$10,000. He suggested using the line item of County Bridges/CEDIT. A motion was made by Commissioner Norem to use \$20,000 from the Bridge/CEDIT toward consultant costs.

Commissioner Cavender seconded the motion and the motion passed with all ayes.

Superintendent Ritzler also mentioned that the Stellar Community foundation likes tying into projects that are already going on. He stated that Prairie Trails just got awarded a \$390,000 grant to extend the North Judson trail two more miles. This will be a great item to put on the Stellar application. Attorney Lucas stated all the work in the previous grants that Starke County has received will be put on the Stellar application and this is something that can be doable, although it will be hard. He stated we will also be different from some of the communities that have won in the past but this may be to our advantage.

Economic Development Director Larry Wickert is asking for input from the community about a 10 year plan that will be put on the Stellar application. He stated that on May 23rd, 2019 at the Nancy Dembowski Community Center, Ball State University will be here as they assist with the planning on the Stellar Communities with counties are made a finalist. The meeting will take place from 1PM to 3:30PM on May 23rd, 2019. Ritzler explained the logo highlights the outdoor resources in Starke County, the rivers and the sand hill cranes during the flooding events last year.

### **SCEDF MONTHLY REPORT**

The Director of the Starke County Economic Development Foundation, Larry Wickert, came before the Board of Commissioners to present his monthly activity report. He reported that the inmate welding training has started the individuals who were selected to participate seem to be very excited and the last report he had was that they are doing very well. Next, he reported that Norton Packaging is doing their expansion. He will be going over the lease with them today, they are hoping to be in there sometime this fall in October or November with 20 additional employees added to their company. On May 15th, 2019 the planning commission will be having a public meeting regarding solar farms. Solar companies are looking at this area for development. The meeting the planning commission will have on the solar farm ordinance on May 23rd will be the second reading. It would then come to the Board of Commissioners in June. Commissioner Norem encourages the individuals in the public that is they have questions regarding solar farms to attend the meeting with the planning commission or come to the commissioner meeting in June when it is scheduled. Commissioner Norem asked to expand on the jail inmate training. She would like to speak on behalf of the entire board that they are very excited about the training program for the inmates. All too often they see repetitive actions in inmates when they get back out into the community and go back to their old ways because they have very little opportunities available. She believed this is an innovative option that the Sheriff's Department has done along with the SCEDF to identify the inmates who might be receptive to the welding training so that when they got out they can get a job and have that opportunity to do something besides getting back into drugs. Commissioner Norem would like to commend the Development Foundation as well as the Sheriff's Department for the creation of this program and being willing to explore new things. Director Wickert reported this program is being paid for with a \$5,000 grant from REMC and a \$5,000 grant from the Community Foundation.

### **CITY OF KNOX – TIF DISTRICT REQUEST**

Mayor Dennis Estok and Jason Semler from Bakertilly Municipal Advisors came before the Board of Commissioners to request the expansion of the City of Knox TIF districts which would cover an area outside the city limits. One is located in the industrial park and the other is US35S to CR200S. Mayor Estok explained the purpose of expanding is economic development. Commissioner Norem explained her understanding of the TIF district where the taxes are capped so you would never receive less than what they are capped at and the portion of funds on the improvements gets put back into the economic development area. Mr. Semler agreed that this is how it is structured. Commissioner Norem asked if any percentage of those fund above the cap that will be returned back to the county and be captured at any point. Mr. Semler explained that the base assessed value is whatever their assessed value is at the time of the cap will continue to be captured by the county, schools, townships, and library. Any growth above that amount would be captured by the city redevelopment commission. However, there are adjustments made each year to the Auditors office. If the assessed value goes up because of tending then the base will go up accordingly and the city redevelopment commission will not capture that amount. This is only on residential, if there is a building or equipment in place these amounts would also flow through to the county.

Attorney Lucas asked the time limit on this. Mr. Semler explained 25 years but only if bonds were issued. The city does not anticipate the issuance of any bonds at this time and the city would be

responsible for those bonds and the repayment of those bonds at the time they would be issued and for the lifespan of the bonds. Attorney Lucas verified that this was not a residential type TIF. Mayor Estok also verified this is not a residential type TIF. Commissioner Norem made a motion to approve the Resolution that will be known as Knox Redevelopment Area. Commissioner Cavender seconded the motion and the motion passed with all ayes. Commissioner Norem made a motion to approve the Resolution to be known as Industrial Park TIF under IC 36-7-14. Commissioner Cavender seconded the motion and the motion passed with all ayes.

## **BEACH PERMIT/ANDERSON**

Rick Anderson came before the Board of Commissioners to request payment of \$100 for the Bass Lake Beach permit fee as well as the fees that will be incurred for the mailing of notices to adjacent property owners. Commissioner Norem advised that according to the email Commissioner Chesak had suggested to Park Board account. After looking into the fund balance that the Park Board currently has she agrees that it can come out of the Park Board funds. Attorney Lucas agreed. Commissioner Norem asked Mr. Anderson if the Bass Lake Property Owners would be willing to pay for the permit fee. Mr. Anderson agreed that the Bass Lake Property Owners would pay for the \$100 permit fee if the county could pay for the postage. Commissioner Norem asked about the labor on the project. Rik estimated the labor cost would be around \$3,000. Commissioner Norem asked to reserve some of the Park Board monies for this as well. Commissioner Norem made a motion to accept the generous offer from the Bass Lake Property Owners to pay for the \$100 permit application fee while the county pays the postage should the permit be approved. Commissioner Cavender seconded the motion and the motion passed with all ayes.

## **ORDINANCE REVIEW**

### Alarm Ordinance

Commissioner Norem advised the Alarm Systems Regulation Ordinance has been through two readings. She explained this would be the third reading and could be approved if there are no objections. Attorney Lucas confirmed with Auditor Oesterreich that this has been sent to all the fire departments and they have had no comments. She agreed. Commissioner Chesak opened the meeting for comment on the Alarm Systems Regulation Ordinance. He asked the public if there are any questions/comments regarding this ordinance. With no public questions or comments the meeting was closed for the Alarm Systems Regulation Ordinance. Commissioner Norem made a motion to approve the Alarm Systems Regulation Ordinance as presented. Commissioner Cavender seconded the motion and the motion passed with all ayes.

### Dog Noise Abatement

Commissioner Chesak opened the meeting for public questions/comments regarding the Dog Noise Abatement's 2nd reading. Ron Vanna from the public asked how to make a dog be quiet if they are going through your yard. He stated that the dog is there to protect you and they are expected to bark. Commissioner Norem explained that this is for unreasonable dogs that continually bark. Commissioner Norem cited the ordinance being: Any dog or dogs that excessively barks, howls, or yelps intermittently or continuously for more than fifteen minutes in a manner that constitutes an unreasonable loud or disturbing noise of such a character, intensity and duration as to disturb the peace, quiet, and good order and which gives rise to a complaint of an adjacent or nearby property owner or occupant is hereby defined as "Unreasonable or Nuisance Dog Noise". Mr. Vanna explained he has problems with people coming out of O's all night long and because of this the dogs continuously bark. Commissioner Norem advised Mr. Vanna that this does not apply to city limits. She stated this applies only to the unincorporated portions of Starke County. Commissioner Norem advised seeing no objections, since this does not apply to the only objection they had, they can move this ordinance through to a 3rd hearing. Commissioner Norem made a motion to move the Dog Noise Abatement to the 3rd hearing during the next Commissioner's meeting. Commissioner Cavender seconded the motion and the motion passed with all ayes. Commissioner Chesak asked if this ordinance could have a section about the exclusion of hunting dogs. Commissioner Norem agreed to that manner and requested Attorney Lucas to add a section regarding dogs who are on the hunt are excluded. Commissioner Norem made a motion to have Attorney Lucas add a section excluding dogs who are on the hunt. Commissioner Cavender seconded the motion and the motion passed with all ayes.

## **AUDITOR'S BUSINESS: MINUTES, VENDOR CLAIMS DOCKET, PAYROLL DOCKET**

Commissioner Norem made a motion to approve the vendor claims docket in the amount of \$450,810.60. Commissioner Cavender seconded the motion and the motion pass with all ayes. Commissioner Norem and Commissioner Cavender both withdrew the motion to approve the vendor claims. Commissioner Norem asked the Board what they would like to do about the US 30 Coalition claim in the amount of \$10,000. Commissioner Cavender asked Director Wickert to come up front and inquired if they would still be able to work with the coalition if they only paid \$5,000 of the bill since Starke County is not as big as some of the other counties who are in the US 30 Coalition. Director Wickert advised that it would be best for the county to be involved rather than not being involved. He advised that the US 30 Coalition should be spoken to about the \$5,000 as well. He advised that Superintendent Ritzler should make contact with the committee to inform them of the transaction. Commissioner Norem asked if they have kicked LaPorte out of the coalition yet. Director Wickert stated they have not. Commissioner Norem then advised they will most likely not kick Starke County out of the coalition if they have not done so to LaPorte County when they have not paid at all. Commissioner Cavender made a motion to offer the \$5,000 to pay toward our dues. Commissioner Norem seconded the motion and the motion passed with all ayes. Commissioner Norem made a motion to approve the vendor claims as presented after the \$5,000 that was subtracted from Commissioner Cavender's motion. Commissioner Cavender seconded the motion and the motion passed with all ayes.

Commissioner Cavender made a motion to approve the Payroll Claims Docket for the pay period ending on 04/20/2019 with a pay date of 04/26/2019, in the total gross amount of \$261,984.03. Commissioner Norem seconded the motion and the motion passed with all ayes. Commissioner Cavender made a motion to approve the minutes of the April 15th, 2019 meeting, Commissioner Chesak seconded the motion and the motion passed with all ayes.

## **IN OTHER BUSINESS TO COME BEFORE THE BOARD**

### Community Services Agreement

Commissioner Norem made a motion to approve the agreement as presented by the Community Services of Starke County. Commissioner Cavender seconded the motion and the motion passed with all ayes.

### Internal Controls Committee

Attorney Lucas advised that the State requires certain measures at the local level for internal controls regarding funds and one of the things would be an Internal Controls Committee who would review the procedures and tries to make sure those procedures are being properly implemented at the county level. It is because of some changes in personal that we need to repopulate the committee to be able to file a report and updates policies as well as make annual reports. Commissioner Norem made a motion in addition to Auditor Oesterreich who is on the committee by virtue of her office appoint Carrie Block and Judy Caudill to the Internal Controls Committee. Commissioner Cavender seconded the motion and the motion passed with all ayes.

### Comprehensive Plan Committee

Attorney Lucas stated this committee is being requested by HWC who is doing the Comprehensive Plan, these are the people who will have direct input to the consultant for the draft plan. He stated this is an ad hock working committee and it is not created by any statue. Attorney Lucas suggested the following to start the committee a planning commission member, commissioner, member of the council, Highway Dept. SCEDF, Non-Profit, Police, EMS, a school teacher or administrator, rep from BLPOA, representative of San Pierre, representative of Koontz Lake, representative of Grovertown - perhaps an Oregon Twp. elected official, hospital rep or health care official. There will be another outreach to stakeholders as well. Commissioner Norem agreed with Terry Stephenson, she stated she will volunteer as Commissioner, Brad Hazelton from the Council, Rik Ritzler from Highway, Larry Wickert from Economic Development, Jessica from the Community Foundation, Bill Dulin, Travis Clary, Commissioner Norem will check with her daughter Amy about either this committee or the Stellar committee. Director Wickert stated if Amy would like to be a part of the Stellar Executive Committee just have her contact him. Commissioner Norem would like a representative from North Bend. Commissioner Cavender will check on a representative from North Bend as he has someone in mind. Commissioner Norem advised that Councilman Hazelton spoke with Steve Troike from the shrimp farm who is interested on serving on this committee. Commissioner Chesak will look into getting a

representative from the San Pierre area. Commissioner Norem asked is Commissioner Cavender would be available for evening meetings. It was decided Commissioner Cavender would be the representative for the Comprehensive Plan Committee.

#### Maximum Mental Health Additional Appropriation

Auditor Oesterreich received notice from the Department of Local Government Finance that Starke County's maximum mental health appropriation for 2019 is \$124,143 pursuant to IC 12-29-2-2. This is \$3,845.00 more than what was appropriated for the 2019 budget. Auditor Oesterreich is requesting approval for this additional money as well as what fund they would like to pay this from. Commissioner Norem made a motion to approve the additional amount of \$3,845. Commissioner Cavender seconded the motion and the motion passed with all ayes. Commissioner Norem suggested that this amount comes from the regular CEDIT unless the council wants to pay it from somewhere else.

#### Annex Security

Commissioner Norem advised she had a conversation with the head of security and they both had felt that they did not need to man this door with a guard. She stated his proposal is to still have all the buildings monitored with the camera system as well as having three guards. One of those guards will float between all three county buildings, Courthouse, Annex 1, and Annex 2 instead of stationing a guard here full time they will primarily be stations at the courthouse but every hour they will make rounds through the buildings as well as monitor the cameras and would send someone right away if needed. Attorney Lucas inquired about whether or not a wand will be used during night meetings. Commissioner Norem asked Larry if he would be able to accommodate that. Larry agreed that this would be done and may even be faster than what they are doing now. Commissioner Norem made a motion to revise the security plan to send the scanner back to the jail, have three guards at the courthouse with one that will roam and do hourly checks, wand people at night meetings, and post on site security at the Annex 1 during tax time. Commissioner Cavender seconded the motion and the motion passed with all ayes.

#### Insurance Quotes

Commissioner Norem advised she informed 1st Source Insurance that they could quote the liability insurance and auto. She stated conversely she spoke with 1st Choice Insurance and told them they could quote our health insurance this year. Commissioner Norem believes this is good to have done every once in a while as it keeps the insurance costs in line. Commissioner Norem advised we may not end up changing anything as they are pretty happy with the company that Carrie Block has gotten the county for the liability insurance and in particular the lawyers. When the county had the liability through 1st Source, they wanted to settle everything. Now with 1st Choice they are willing to investigate the situation and fight if needed.

#### Third Floor Courthouse Remodeling

Commissioner Norem advised that over the last 10 years since she has been Commissioner they have slowly had projects of remodeling, other improvements, built some new buildings and the county should be set for the next 20-30 years. The one things that they have not done is the third floor of the courthouse. She would like to talk about, after the elevator is completed, within the next year or so using some of the jail CEDIT money to do some improvements on the third floor of the courthouse. She would like to have DLZ, our current contractor, to talk with the Judge and get an idea of what the cost would be. Commissioner Cavender made a motion to have DLZ talk to the Judge to get ideas about what remodeling needs to be done so that they can present a cost to the Board of Commissioner. Commissioner Chesak seconded the motion and the motion passed with all ayes. Commissioner Norem also advised that there should be money put into a Courthouse Maintenance fund every year for the continuance of upkeep of the county courthouse.

#### **PUBLIC COMMENTS**

Ronald Vanna and Commissioner Norem had a discussion about solar panels, skill center programs, inmate programs, youth, and drug problems in Starke County. After no further public comment Commissioner Norem made a motion to adjourn at 8:06 PM. Commissioner Cavender seconded the motion and the motion passed with all ayes.

**MAY 6, 2019**

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Charlie Chesak, President

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Kathryn Norem, Vice-President

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Bryan Cavender

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Rachel Oesterreich, County Auditor  
& Secretary to the Board of County Commissioners