

MONDAY, JUNE 5, 2017

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, Don Binkley and Charlie Chesak present and the following proceedings were held to wit:

The meeting was called to order by Commissioner President Don Binkley.

RE: EMS MONTHLY REPORT

EMS Director Keith Emigh and Clerk MaryLynn Richie appeared before the Board. Clerk Richie advised she had received a total of \$1,458.18 from the Small Claims Court and a total of \$1,592.43 from Collection Attorney, Jonathan O'Hara. She advised the number of runs were down for the month of May because the billing software was not working correctly in the last couple weeks of the month so not all the billings had been completed. She also noted the AR was still over last year's figures. Clerk Richie also advised she had been working on the 2015 Medicaid report, the 2016 Medicaid cost report, and the 2014 Managed Care Services report. She noted the County should be receiving a total of \$25,048.61 in the 2014 Managed Care reports. The Clerk stated that would be the total received for 2014 to \$89,832.61, which is above their regular EMS revenue.

EMS Director Emigh stated for most of the month he had been working on the recertification State application. It had to be turned in by July 31st. He advised he had acquired the necessary documentation from the hospital and medical director; reviewed the EMS protocols; updated their roster; and completed the application. He noted he had mailed it off to the State last week. Once they receive it from the State Clerk Richie will need to submit a copy on to Medicare and Medicaid for their files to prove they had been certified by the State.

Director Emigh advised the State had hired a new EMS coordinator for District 2 and his name is Mike Fort. He advised he is hoping they will meet him soon.

Director Emigh noted he is still waiting to hear from IGMS in regard to a \$4,000.00 grant he had applied for.

He also advised he had received five applications for part time EMTs. He noted he is always looking for part time help.

In regard to education, Director Emigh advised they were offered an ACLS recertification class in Plymouth. He also advised they had begun a PI class last week. He noted the class is required to have 40 hours of class room time to complete. They have two of their employees in that class and when they have completed the class they will be instructors who will be able to teach an EMT class.

Director Emigh advised they had another Q and A with the hospital and he is pleased that it has turned out to be good for both them and the hospital.

In regard to Rig Maintenance he advised Rig 3308 had four new tires installed and the other rigs had routine maintenance. Routine maintenance had been performed at all base stations too.

In regard to safety, Director Emigh stated their full time employee is back to work and there were no other injuries reported. He also noted he is constantly looking at ways to save money on their supplies and services.

Director Emigh advised he was marrying an employee from his department on Sunday, June 11th. To be compliant with the County's Nepotism Ordinance he advised on Sunday he will step down as the Department Head and become an EMT. He advised he will submit a letter to the Board advising them of the same.

RE: COUNTY HIGHWAY DEPARTMENT MONTHLY REPORT

Highway Superintendent Rik Ritzler appeared before the Board and advised he has completed an ADA/Title VI Compliance report for the State which is required to verify their eligibility for State and Federal funds. He advised the EMA Director had been the ADA Coordinator and the Superintendent is a temporary coordinator until the position of EMA Director is filled. The report is due to the State by June 12th.

The Superintendent advised he had completed the Highway's 2016 Annual Report and he has submitted a copy of the report to the Board of Commissioners for their review and signature.

He advised the following activities are currently happening throughout the County by his department: drainage, mowing, patching, work crew-weed eating, signs, bridges, and dust control.

The Superintendent spoke about the transmission line project being installed for NIPSCO throughout the North Bend and California Townships. He advised they have received many complaints in regard to the road damage being done by the workers installing the lines and they have taken steps to mitigate the damage. He advised they have sent out their crews to do temporary fixes and keep track of the materials and labor; they have coordinated with NIPSCO to have their crews do some of the temporary repairs; on a weekly basis they have filmed the progressive deterioration on the roadways involved; and they rated the roadways before construction began using the PASER system.

Superintendent Ritzler advised of the current bridge replacement projects noting Bridge 46 is 98% complete and should be opened on June 12th; construction on Bridge 47 began on May 30th and should be reopened sometime in July; bridge plans are being designed for Bridges 36, 58, and 154; and the Bridge design will be awarded in July, 2017 for Bridge 7. Construction is scheduled for late 2018 or early 2019. The Superintendent presented a chart of the 12.55 miles they have crack sealed and the 1.8 miles they have re-graveled.

RE: SCEDF & HIGHWAY DEPT. CEDIT APPROPRIATIONS

Starke County Economic Development Foundation Director Charlie Weaver appeared before the Board to present the appropriations for the CEDIT Fund, # 1112. He submitted for approval the following appropriations: 1112.30207 SCEDF Contract, \$180,000.00; 1112.30712 Hamlet Fire Wall, \$15,000.00; 1112.30410 Repave of North Judson Industrial Park Road, \$75,000.00. He advised 1112.30306 SCILL Center, and 1112.30506 County Commissioners are still under negotiations and will be approved at a later time. Commissioner Norem made a motion to approve the CEDIT appropriations and forward them on to the County Council for their approval. Commissioner Chesak seconded the motion and it passed with all ayes. Director Weaver advised it was good to have such a nice working relationship with the Highway Superintendent. Superintendent Ritzler then appeared before the Board to request approval of 1112.30610 remaining 2016 CEDIT for Bridges & Highways, \$154,696.94, (1/2 of the total remaining of the CEDIT Fund); and 1112.30610 2017 CEDIT for Bridges and Highways, \$663,166.00 (1/2 of the 2017 CEDIT Fund). Commissioner Norem made a motion to approve the request for appropriations and to forward them on to the County Council. Commissioner Chesak seconded the motion and it passed with all ayes.

RE: PLANNING COMMISSION BUSINESS

Roger Chaffins, President of the Planning Commission, appeared before the Board to discuss what to do with property that the Planning Commission has cleaned up but the owner owes delinquent taxes. He advised the Commissioners could lose the property because they can't list the lien that had been placed on this property as a delinquent tax for the Tax Sale. There was a brief discussion in regard to this situation and Mr. Chaffins was advised the SCEDF will be willing to work with the Commission and was advised to invite the SCEDF Director to their next meeting.

Mr. Chaffins then inquired about the old San Pierre Bank Building in San Pierre that needs to be demolished. Commissioner Binkley thought the owner of the property was going to donate that property on to the County so it could be cleaned up. But that has never happened. Commissioner Binkley stated the owner should be in contact with County Attorney Marty Lucas in regard to that property.

Mr. Chaffins then stated he felt the County should have a Code Enforcement Officer to assist with the Codes the County has in effect. He was told to write up a plan and present it to the Board.

RE: SHERIFF BILL DULIN DEFERRED COMPENSATION PLAN

Sheriff Bill Dulin appeared before the Board in regard to the establishment of a deferred compensation plan. He advised the plan had been approved and now Attorney Lucas has prepared an ordinance for their approval putting the plan into effect. Commissioner Norem made a motion to approve the Sheriff's Department: Establishment of a Deferred Compensation Plan, Ordinance 2017-0605A. Commissioner Chesak seconded the motion and it passed with all ayes. The ordinance was signed by the complete board.

Sheriff Dulin advised the Board he had purchased three used squad cars and has ordered one new one from Best Ford that should be in sometime during the month of August.

RE: MAINTENANCE DIRECTOR JIM COAD FIRE PROTECTION CONTRACTS

Maintenance Director Jim Coad appeared before the Board to present the renewal of the Simplex Fire Protection Contracts. He advised he has fire protection contracts for the following buildings: Annex, Courthouse, Old Jail Building, and the Highway. He submitted to the Board the figures/costs of the contracts for the term August 1, 2011 through July 31, 2014; and then the contracts August 1, 2014 through July 31, 2017. He also provided information on the new updated contracts, showing an increase from 3 year contracts to 5 year contracts, and how much of an increase it will be. The new contract period will be August 1, 2017 through July 31, 2022. He advised the Annex Building will be increasing by \$238.28, having a total of \$13,375.00. The County Courthouse contract will increase by \$5.44 for that time period. The Annex 2 Building will be set at \$5,275.00 which will be a new rate for the newly remodeled building. He advised the Highway Department would increase by \$14.00, showing the new amount for the 5 year contract to be \$945.00. He stated he was not happy with the Annex Building Contract nor the Highway Department's new contract so he asked them to review those contracts. Director Coad then advised he received a changed amount showing the total amount of the Annex Building Contract will be \$12,550.00 thus increasing a total of \$73.28 for the five year period and the

total Highway Department Contract will be \$810.00 a reduction of \$135.00 for the same time frame. Director Coad advised he has a new contract for the Annex 2 Building that Attorney Lucas stated he will review and it will be presented at a future meeting. Commissioner Norem made a motion to approve the four other renewal contracts for the period of August 1, 2017 through July 31, 2022. Commissioner Chesak seconded the motion and it passed with all ayes. He also asked Attorney Lucas if he could review the Contract with Oracle Elevator in regard to the County Courthouse Elevator since the Elevator is scheduled for renovation.

RE: AUDITOR'S BUSINESS: MINUTES, VENDOR CLAIMS DOCKET, PAYROLL CLAIMS DOCKET

Commissioner Norem made a motion to approve the minutes of the May 15th, 2017 meeting. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Chesak was absent from that meeting.

Commissioner Norem made a motion to approve the Building Corporation Claims Docket in the total net amount of \$131,867.38. Commissioner Chesak seconded the motion and it passed with all ayes. The Building Corporation Claims Docket had been approved by the Building Corporation earlier that morning.

Commissioner Norem made a motion to approve the Vendor Claims Docket in the total gross amount of \$463,425.30. Commissioner Chesak seconded the motion and it passed with all ayes.

Commissioner Norem made a motion to approve the Payroll Claims Docket for the pay period ending on May 20, 2017 with a pay date of May 26th, 2017 in the total gross amount of \$232,942.23. Commissioner Chesak seconded the motion and it passed with all ayes.

IN OTHER BUSINESS TO COME BEFORE THE BOARD

Marty Lucas read into record the Department of Emergency Management: Amendment to the Department's Establishing Ordinance 2005-14. The amendment states "The power to terminate a County Emergency Management Director is not vested in the Advisory Council by statute, and shall remain exclusively under the control of the entity making the final hiring decision, the Board of County Commissioners". Commissioner Norem made a motion to approve the amended ordinance. Commissioner Chesak seconded the motion and it passed with all ayes.

President Commissioner Binkley made a motion to accept Mark Gourley as the new IT Director. He advised his pay would begin at \$37,000.00 and he would be eligible for a \$2,000.00 raise in 90 days and a \$2,000.00 raise in 6 months, based on performance. Commissioner Binkley advised the main IT Office would be at the new jail building and Officer Oleniczak had the IT Equipment that Brian Pinson had turned in. Commissioner Norem made a motion to approve the appointment. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Binkley advised the IT vehicle is available for use by the IT Director but it is not to be used as a take home car.

Commissioner Norem stated the County now has an opening for a Veteran Service Officer. She advised the County will be accepting resumes within a one week period.

Commissioner Norem advised she sees a need to make the County Courthouse Elevator an ADA Courthouse Elevator and has spoken with Edwin Buswell of KIRPC. He advised the County would be eligible for a \$500,000.00 OCRA grant but the deadline of that grant was quickly approaching. Because of that she has scheduled a Public Hearing at their June 19th meeting for the processing of the grant with the understanding if the Board did not approve it would be discarded. She advised a Letter of Intent would need to be submitted by July 7th and there would be a second public hearing at the August 21st meeting. Commissioner Norem also noted a \$500,000.00 grant requires a 10% local match, and she thought that should come from the CEDIT Fund and could be up to \$50,000.00. She also noted a County needs to establish points for the grant process and the creation of a \$5,000.00 Courthouse Fund out of CEDIT could earn the County fifty points. She also asked Attorney Lucas to meet with Mr. Buswell to discuss the grant process. Commissioner Norem made a motion to move forward with the grant process in order to renovate the Courthouse elevator into an ADA Elevator. Commissioner Chesak seconded the motion and it passed with all ayes.

Commissioner Binkley gave an update on the Koontz Lake Fire Department and the J & K Communications outstanding invoice. He stated he will be meeting with EMA District Coordinator Ted Bombagetti and the Koontz Lake Fire Department to get it worked out.

Commissioner Norem advised the County has an opening on the Health Department Board. She stated she is recommending Dr. Dennis Dalphond, a Democrat, to fill that position for a four year term, which will expire 12/31/2020. Commissioner Norem made a motion to approve the nomination. Commissioner Chesak seconded the motion and it passed with all ayes.

Commissioner Norem advised it was unknown at this time whether the EMA Director will be a full time or a part time position. She advised the position was created via Homeland Security and 911. She also wants them to check into the reimbursement on pay they receive from the State to see if it would also work on a part time employee. She stated in the meantime they could work with the EMA District Coordinator Ted Bombagetti.

Commissioner Norem advised in regard to the resignation of the EMS Director on June 11th, the EMS2, Travis Clary, a paramedic, will be asked to step in as Interim Director. She advised the position, EMS Director, should be posted.

Auditor Chaffins advised a Tax Sale has been scheduled for August 28th, at 10AM.

She also advised the SBOA Auditors present at the County working on the County's audit would like to hold an Entrance Meeting with a member of the Council and one Commissioner. Council President Freddie Baker was present and Commissioner Norem asked if he would be available for that meeting on Wed. June 7th, at 10Am. Councilman Baker advised he was available and so was Commissioner Norem.

Sheriff Dulin advised he would like to have the radio out of the EMA vehicle. Superintendent Ritzler advised he has already removed the radio and he has it for the Sheriff. The Sheriff noted he would also like to have the radio out of the EMS vehicle. He stated he doesn't believe the EMS Department needs to have such a chase vehicle. Commissioner Binkley stated he would like to see the radio stay in the EMS vehicle.

Sheriff Dulin then spoke of the Golf Cart Ordinance and stated there is no way to contest that ordinance. He stated they need to amend the ordinance to discuss penalties. Attorney Lucas stated he would discuss this with the Prosecutor Nick Bourff to see how the ordinance should be worded. Commissioner Norem stated maybe it could be revised and then discussed at the Bass Lake and Koontz Lake Property Meetings.

PUBLIC COMMENT

There being no further public comment and no further business, Commissioner Norem made a motion to adjourn the meeting. Commissioner Chesak seconded the motion and it passed with all ayes. The meeting was adjourned at 7:32PM.

June 5, 2017

Don Binkley, President

Kathryn Norem, Vice-President

Charles Chesak

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