

ATTN: THIS IS A DRAFT--NOT YET APPROVED BY COMMISSIONERS

October 4th, 2010

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 9:00 a.m. in the Annex meeting room, Knox, Indiana, with all members present and the following proceedings were held to wit:

The meeting was called to order.

IN RE: CLAIMS, PAYROLL, AND MINUTES

Jennifer Davis moved to approve the October 4th claims, seconded by Dan Bridegroom, with two ayes, and one abstained (KN).

Kathy Norem moved to approve the September 24th payroll, seconded by Jennifer Davis, with three ayes.

Kathy Norem moved to approve the August 23rd Minutes, the September 7th Minutes, the September 20th Minutes, and the September 22nd Minutes. Jennifer Davis seconded the motion, and it passed with three ayes.

IN RE: E.M.S.

Mary Lynn Ritchie and Lisa Burger appeared for EMS. Kathy Norem moved to approve the write-offs totaling \$5,939.62, seconded by Jennifer Davis with three ayes.

They reported collections from O'Hara for \$628.82, and the clerk for \$316.00.

Lisa submitted the run statistics to the commissioners, through July of 2010.

Lisa told the commissioners she found a good used ambulance for sale from the Culver EMS. She said there will need to be some work done to it, but it has low mileage and they are selling it for \$15,000. Kathy Norem moved to approve \$18,000 to cover the cost of the ambulance, and \$3,000 for any repairs that may be necessary. Jennifer Davis seconded the motion, and it passed with three ayes.

IN RE: HIGHWAY

Steve Siddall appeared for the Highway Department, with a contract for the "unofficial" detour on US Highway 35 for reimbursement for repairs from INDOT. Attorney Martin Lucas said he has reviewed the contract. Kathy Norem moved to approve and sign the contract for reimbursements for repairs due to the detour, seconded by Jennifer Davis, with three ayes.

Steve reported that 90% of the truck traffic has stopped since signs detouring traffic were posted. The commissioners want him to put up signs stating that any trucks not heeding the signs will be subject to a fine. Once the signs are up, he will contact the Sheriff to notify him and he will enforce it. Kathy asked Sheriff Cowen to discuss this at the meeting he has with the Prosecutor later today.

Steve reported that the mowing is done for 2010.

Kathy Norem said she has been approached by a Koontz Lake resident who asked if the Highway Department could haul sand to the public beach, due to erosion. The commissioners discussed the issue, and the fact that the county does not own the public access site, and where the funds would come from as the Highway Department does not have the money for this, and MVH cannot be used for it. Steve estimates it would take approximately twenty tons at approximately \$11.00 per ton. The commissioners said one of them will contact the resident, and tell that resident that they can hire someone to do this. If they submit a proposal to the commissioners, they will approve it.

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Steve advised the commissioners that he has a meeting with Laura Slusher regarding grant monies available for highway signs.

IN RE: JAIL

Sheriff Oscar Cowen and Jail Commander Darrel Gunn appeared for the Jail/Sheriff's Department.

They have two bids for a new video camera system at the jail. All areas of the jail will be covered by the new 49 camera system, including audio for 30 days- adding 19 cameras to the existing 30. This will provide 24/7 protection of inmates, personnel, and jail property. The evidence could also be used for by the prosecution, if any assaults or destruction of property take place. The bids received are:

1. Communication Consultants for \$83,597, including removal of old wiring
2. Koehlinger Security for \$86,975, not including removal of old wiring

They discussed if sealed bids are needed, since the cost exceeds \$75,000. Attorney Martin Lucas plans to check on this and get back to the IT Director Bob Smith. Kathy Norem moved to allow sealed bid submissions, to be accepted until 4:00 p.m. on October 15th, and be opened at the October 18th Commissioners Meeting. Jennifer Davis seconded the motion, and it passed with three ayes. It was brought to the commissioners' attention that this does not allow enough time to advertise the specs. Martin Lucas plans to research this and get back to Bob.

The Healthcare Contract information was presented by Kathy Norem. She presented two proposals and explained the differences between them. She and Oscar recommend staying with Health Professionals. Jennifer Davis moved to accept the proposal from Health Professionals, seconded by Dan Bridegroom, with three ayes. The proposals were from:

1. Health Professionals for \$72,534.98
2. Advance Healthcare for \$80,842.70

Oscar asked the commissioners about the proposed contract from SRI regarding Sheriff's Sales. The contract states that SRI will do the work, and there will be no cost to the county. Kathy Norem moved to approve and sign the contract, seconded by Jennifer Davis, with three ayes.

The jail maintenance was discussed. There has been an arrangement worked out with James Coad and Carl Goodrich (the courthouse and annex custodians) to take care of the jail maintenance in trade for a jail trustee to help with maintenance at the courthouse and annex. The commissioners asked that the sheriff and both custodians give them a status update the first few months, so they can see how this is working.

Kathy stated that there is now a handicapped ramp at the rear of the jail, by the garage. There needs to be a sign installed on the railing in front of the jail, directing people to the handicapped ramp. Martin Lucas and David Matsey will check with the City of Knox to see who is responsible for marking handicapped parking spots.

IN RE: TREASURER

IT Director Bob Smith told the commissioners that the treasurer requested to have her electronic signature removed from all county checks. She said she wants to sign the checks by hand from now on. The commissioners asked Bob to go to the treasurer and ask for the reason for a written signature versus a computer generated signature.

IN RE: DOMESTIC VIOLENCE AWARENESS MONTH

David Matsey and Wendy Elam appeared for CADA, with a proclamation to declare October Domestic Violence Awareness Month. Kathy Norem moved to sign the proclamation, seconded by Jennifer Davis, with three ayes.

IN RE: FOREST

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Bruce Wakeland appeared regarding the proposed donation of forest to Starke County. His accountant advised him that the proposal be signed January or February of 2011. The commissioners and Mr. Wakeland went over the proposal and made changes as needed. They would like Mr. Wakeland to present a management plan to them. Jennifer Davis moved to move forward with this process, seconded by Kathy Norem with three ayes.

IN RE: CHANGE TO TRUST AGREEMENT

Charles Weaver appeared with a change to the trustee agreement for Hamlet West TIF Bonds, as First Source is no longer handling bonds. The agreement shows the new trustee as UMB Bank. Kathy Norem moved to approve and sign the agreement, seconded by Jennifer Davis, with three ayes.

IN RE: BASS LAKE BEACH AND CAMPGROUND

Attorney David Wallsmith appeared for Richard Callahan regarding the Bass Lake Beach Lease. Mr. Callahan has submitted receipts to the auditor, to be applied to the rent. Dan Bridegroom had copies of the receipts, and had some questions. He said he will look them over, and present them to the other commissioners at the next meeting.

Clyde Hanniford appeared and wanted to remind or make the commissioners aware that the requested additional campsites were for overflow only. The commissioners told Clyde they will not be voting on this at this time.

IN RE: HOMESTEAD EXEMPTION CONTRACT WITH S.R.I.

Tim Jorzak and Jeff Voltz appeared for SRI. They previously submitted a proposed contract for Homestead Verification Assistance. There will be no cost to the county. The commissioners asked that a report be submitted to them quarterly, and SRI agreed to that. Kathy Norem moved to approve and sign the contract, seconded by Jennifer Davis with three ayes.

IN RE: ANIMAL CONTROL

Thomas Bazant appeared regarding a new contract for animal control. There is no agreement between the county and the Humane Society at this time. The commissioners want to revisit this at the next meeting.

IN RE: KEY TO ANNEX

The commissioners approved and signed for Paula Hunter to have a key to the Annex. She is the recently hired secretary for the Surveyor.

IN RE: HANDBOOK

The commissioners discussed recently hired positions and whether they were posted before hiring. They had concerns of department heads not following the handbook. Kathy suggested they have a meeting with all department heads to address these issues.

They also discussed changing the formula for determining vacation days for highway department and courthouse and annex employees. Martin Lucas will be making the revisions.

IN RE: F.M.L.A. FOR EMPLOYEE

Frank Lynch requested an additional two weeks of FMLA. Dan said Frank told him that the doctor really wanted him to take four weeks, to recover from surgery on October 1st. Kathy Norem moved to approve a four week extension of his FMLA, with him not returning to work until he has a 100% release from his doctor. Jennifer Davis seconded the motion and it passed with three ayes.

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IN RE: FLOATER REQUEST

Assessor Rhonda Milner requested to have the floater work in her office on October 14th, while she and her staff are at a state called meeting. She has already been requested by another office. Jennifer Davis said she'll talk to the other office holder, to see if the floater is still needed. Later in the meeting, that office holder came in and said she needed the floater but would work with the assessor so they could go to their meeting.

IN RE: EMPLOYEE INSURANCE

Kathy presented discussion points for the 2011 Employee Insurance RFP. They decided to accept two maximum quotes from six agents who appeared previously in front of the commissioners. They will require one quote based on exact coverage and exact plan design currently offered with no changes. The second quote will be for new coverage with guidelines factored in. Jennifer Davis moved to have the information be sent to six companies with quotes being due to the Auditor's Office by 4:00 p.m. on October 29th, 2010. Dan Bridegroom seconded the motion and it passed with three ayes. Quotes will be reviewed during the November 1st meeting and presentations will be scheduled at that time.

IN RE: HOLIDAY

New Years Day falls on a Saturday. Kathy Norem moved to observe Friday, December 31st, 2010 as that holiday. Jennifer Davis seconded the motion and it passed with three ayes.

Kathy Norem left at 12:37 p.m. to attend another meeting

IN RE: MAXIMUS

Jennifer Davis moved to approve and sign the 1-year contract with Maximus, seconded by Dan Bridegroom with two ayes.

There being no further business to come before the board, Jennifer Davis moved to adjourn.

Dan Bridegroom, President

Kathy Norem, Vice President

Jennifer Davis

Dona Hoban, Auditor Pro Tem