

Monday, November 4, 2013

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 9:18AM 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. President Norem apologized for the late starting time of the meeting and explained to those present, their Executive Sessions ran long. President Norem inquired if there were any additions or corrections to the posted agenda. , President Norem advised to also add to "Also to be Discussed": possible litigations.

RE: 2014 EMPLOYEES HEALTH INSURANCE

Debbie Rykovich and Holly Horan of 1st Source Insurance appeared before the Board to present options for the 2014 County employees' health insurance. They presented a spreadsheet showing the current CIGNA plan, the proposed CIGNA renewal plan, and four options of Anthem health insurance. They advised Anthem Plan 28 is the "core plan" and Plans 20, 14 or 9 could be the optional plan, and the employee could choose between the core plan and the optional plan, with the additional expense between the plans is to be paid by the employee. Their base cost will be calculated off the Anthem Core Plan, # 28. President Norem advised there are benefits to having Anthem coverage: they have a larger provider network, and are better at negotiating their billings, which will save money for the employees. Ms. Rykovich advised in order to have the two plan option at least 20 % of the employees covered by health insurance will need to choose the optional plan. President Norem stated she recommends Anthem Plan 28 as the core plan and Plan 20 as the optional plan since it is less expensive than the 2014 CIGNA proposed plan. She stated the points the employees earned with CIGNA throughout 2013 will be incorporated into their 2014 premium, and also the HRA program will continue in 2014. She then stated she would also suggest Plan 28 as the core plan with HRA, and Plan 14 without HRA as the optional plan. Commissioner Davis made a motion to approve the Anthem Plan 28 at the 2014 employee health insurance, with HRA, and with no choice or no optional plan. Commissioner Danford seconded the motion and it passed with all ayes. President Norem then reviewed the other employee insurance coverage. She advised the vision insurance to be covered by the Anthem Plan 35 which will be a considerable savings for the County since they pay 100% of the vision plan; the dental insurance to remain the same current provider, the life insurance to be covered by Anthem in their core plan, and the short term disability insurance to stay with the current provider. Commissioner Davis made a motion to approve those proposed insurance coverages, seconded by Commissioner Danford. The motion passed with all ayes. Ms. Rykovich advised the County will no longer be required to pay the 2014 fees in the amount of _____ that was due on November 15th. They would have been required to pay those fees if they had remained with CIGNA coverage. Ms. Rykovich advised they will draw up the paperwork and will set up times to meet with County employees to complete the paperwork for the switch to the Anthem coverage.

RE: EMS MONTHLY REPORT

EMS Director Paul Mathewson and Clerk MaryLynn Ritchie appeared before the Board. Clerk Ritchie advised the number of runs were down for the month of October, but the total revenue for the year was up by \$21,000.00. She presented a copy of the check received from Collections Attorney, Jonathan O'Hara in the amount of \$363.80. Clerk Ritchie advised she is working with County Auditor Chaffins to prepare a cost report of the EMS Department for the years 2011 and 2012. She advised the County could receive a portion of the amount of Medicare billings that were not originally received. She noted Blue & Co. could compile the report for the County for a fee, but she stated she felt the report could be completed by the County. She noted this opportunity for additional revenue only applies to municipalities and it could be eighteen to twenty four months before the County would receive their share of that compensation. Director Mathewson advised he has been working with Commissioner Norem in composing a new job description for his department, Shift Captain, which will be presented for approval at the next meeting. (A copy of the proposed job description is on file in the Auditor's Office.) Director Mathewson also advised he has been working with Council President, Dave Pearman, in possibly purchasing a new rig for the Department, in order to expand the paramedic care to the North Judson area. Commissioner Davis made a motion to approve the purchase of an additional

ambulance and Director Mathewson should present it to the County Council. Commissioner Danford seconded the motion and it passed with all ayes.

RE: COUNTY HIGHWAY DEPT. MONTHLY REPORT

Highway Superintendent Rik Ritzler appeared before the Board to present the monthly report. He advised the Department is prepared for the winter operation. They have also stored their summer equipment in the Warehouse.

He reported the 2013 Road Improvements have been completed. He noted they improved 115.3 miles of road, which included chip sealing, wedging, re-stoning gravel roads, and one mile of hot-mix. He advised that was a significant improvement over the last four years but it is still not up to the level that will allow the County's overall road system to improve. Due to the additional funding provided by the State next year the Highway Department will be able to increase the number of mile they can repair and provide an overall improvement to the County's road system. He provided statistics on previous years' work completed compared to the work completed in 2013, and he also provided a projection of the future three years. (A copy of that chart of net lane mile years is on file in the Auditor's Office.)

Superintendent Ritzler advised the Highway Department is currently compiling the list of roads they will recommend for improvement in 2014. He noted the recommendations will be based on a three tiered system of assessment. He stated each driver was asked to submit a list of roads for improvement in his area. Those will be combined with the recently completed PASER ratings and the Superintendent's assessments to create a list that will be submitted to the Board of Commissioners for approval at their December 2nd meeting.

Superintendent Ritzler then noted that Starke County is currently ranked 71 out of the 92 Indiana counties in percentage of bridges recommended for replacement. He noted this includes both structurally deficient and functionally obsolete bridges. He added, seventeen of the county's 58 bridges are either structurally deficient or functionally obsolete and are recommended for replacement. He stated Starke County is ranked 86 out of the 92 Indiana counties in percentage of structurally deficient bridges. He presented a chart listing the number of bridges Starke County has replaced in the last ten years. (A copy of that chart is also on file in the Auditor's Office.) He noted there was no bridge construction in Starke County from 2008 to 2011. He added most of the bridge construction during the last ten years was done on an emergency basis which is more expensive and often results in less than ideal results. He stated the Highway Department has come up with a five year plan to replace all the deficient bridges in the County. He stated they currently have the funding to replace four bridges next year. He advised he will be sending out an RFP for the design of these bridges. He also advised the County has also sent out an RFP for the next round of bridge inspections and Bridge 154 (located on CR100E over the Robbins Ditch, .4 miles north of CR400N, which is to be 80% funded by federal funds. The Superintendent advised it was easier to maintain a bridge than it is to replace it.

The Superintendent advised, in regard to the Bridge 43 construction, the project is under budget, and is expected to be completed on or before the projected completion date. He noted the JCI Bridge Group, the company constructing the bridge, and the JPR Engineering Company have both done great work on this bridge.

He also advised he had received notice from INDOT calling for 2017 and 2018 projects for project funding. He noted the deadline to submit an application is 12/13/13. He advised he is working on the list of projects that will be submitted. He noted the 2018 call for projects will be sent out in the spring, and at that time he will recommend that two bridges over the Yellow River to be submitted for that call.

The Superintendent also reported, prior to the beginning of this Commissioner meeting, he received notice from Marcy from INDOT advising the County has been approved for \$100,000.00 for their sign replacement project. He advised the sign replacement project will take place in 2015, and will be completed in 2016. He stated the County will then be in compliance with the State's 2018 mandatory sign replacement completion deadline.

Superintendent Ritzler then advised, in regard to the billings the County received from Lawson-Fisher, he would recommend submitting the first portion of the invoice for payment, but advised he disagrees with the \$337,000.00 billing for the construction inspection. He noted that price could be negotiated with Lawson Fisher and he is working with Attorney Lucas on alternatives in the completion of the inspections. Commissioner Danford made a motion to approve the Supplemental Agreement No. 2 with Lawson Fisher for Additional Services, pending Attorney Lucas' approval, and to table the Supplemental Agreement No. 3 for now. Commissioner Davis seconded the motion, and it passed with all ayes. Attorney Lucas questioned the billing from Lawson Fisher, in regard to the MPI billing fees, which was in the amount of \$4,850.00. The

Superintendent advised he has a copy of the itemized billing and he will forward it on to Attorney Lucas. The Superintendent also advised he is working on the creation of the job description for the position of bridge inspector to be established within the Highway Department, and will be submitted at a future Commissioner meeting for approval.

RE: REQUEST FOR VACATION OF COUNTY OWNED LAND

James Mol appeared before the Board to request information in regard to the vacation of property owned by the County. He advised the property is denoted on county maps as an alley in property that was set up in the 1940s to be a subdivision. President Norem inquired if he had appeared before the Board in April in regard to this same issue, and he advised he had. Attorney Lucas advised there is a process that needs to be followed and Mr. Mol would be required to have an attorney. Mr. Mol stated he thought the County was going to be establishing a plan of dealing with property for vacating since others were also interested in the process. Mr. Mol stated he thought it would be a simple process. Attorney Lucas advised a vacation has to be processed in compliance with state statute.

RE: BOA SHORE PROPERTY ISSUES

Boa Shores Property Owner President, Guy Tardi, appeared before the Board and inquired if the Board had a chance to review the survey he had previously submitted to them. They advised they had and County Attorney Marty Lucas advised he had checked the title work of the property and it is part of the street right of way and there was no document of conveyance. He repeated that the chain of title calls it a right of way. Mr. Tardi noted the Mix' are not land locked but can exit their property out the back of their property. Attorney Lucas inquired as to what Mr. Tardi's claim was. Mr. Tardi inquired as to when someone parks on the property why is Mr. Mix calling it his property. President Norem read into record a written statement from a James Miller who advised he had parked his golf cart while attending a picnic on the triangle piece of property at Boa Shores, but Ray Mix told him to move the golf cart that it was parked on his property. Mr. Tardi inquired if they could announce at a public meeting that the property is public property and not an individual's property. Attorney Lucas noted he does not have the right to block off someone's access to the street. That is not being reasonable. President Norem added, folks should be neighborly and have respect for each other. She inquired as to how neighborly is that to park within inches of the Mix house. Debbie Mix advised they own property in front of their house and some individuals do park there blocking them in when they have the picnic or festival and when blocked in they do call the police. President Norem stated since this is a public parkway it is under the jurisdiction of the Commissioners. She advised they do appreciate the Boa Shores Property Owners mowing the property, but it is a roadway area the public folks can use. Also, she added, it is pretty difficult for the board to regulate neighborliness. She stated the folks of this area need to be cognizant of the Mix' feelings on this issue and they need to be neighborly.

RE: STARKE COUNTY YOUTH CLUB

Irene Szakonyi, Executive Director of the Starke County Youth Club appeared before the Board and presented an update on the status of the Youth Club. She advised the program has served over 600 children in their after school program, and employs 40 employees. But, she advised one of the biggest problems is in funding the program. She noted they are presently receiving 65% of their budget from grant funding and are making up the difference with corporate and community funding. She requested permission to "make a pitch" for Starke County employees to consider establishing a payroll deduction donation to the Starke County Youth Club. The Board advised she has their approval to ask for the payroll deduction donation from the County employees.

RE: AUDITOR'S BUSINESS—MINUTES, PAYROLL CLAIM, VENDOR CLAIMS

In regard to the approval of the minutes of the October 21st meeting, Commissioner Davis noted she believed Ron Henigsmith's name was mis-spelled. Commissioner Danford made a motion to approve the minutes of the October 21st meeting, seconded by Commissioner Davis. The motion passed with all ayes. Commissioner Danford made a motion to approve the payroll claim for the pay period ending on October 26th with a pay date of November 1, in the total gross amount of \$176,291.97. Commissioner Davis seconded the motion, and it passed with all ayes. In regard

to the vendor claims, President Norem inquired if the outstanding invoices with Kone Elevator had ever been settled and asked if the Kone invoice in this vendor claim was one of the outstanding invoices. Auditor Chaffins stated she believed it was for their monthly elevator service contract. President Norem inquired if Oracle inspected the Courthouse elevator and replaced the cylinder before the repair warranty period expired on the 31st. Commissioner Danford advised he will meet with Carl, the Courthouse Custodian, to see what the status of the elevator is. President Norem suggested the Board hold the Kone invoice for two weeks to look into the elevator situation. Commissioner Danford made a motion to approve the vendor claims in the net amount of \$371,208.39, and hold the Kone invoice until the November 18th meeting. Commissioner Davis seconded the motion and it passed with all ayes.

Auditor Chaffins presented a report on the Estimated Revenue collected thus far in 2013. She advised of the \$1,698,950.00 projected in misc. revenue in the preparation of the 2013 County General Fund budget, a total of \$1,563,364.24 has been collected as of October 31st, for a total of 92.02% of the estimated yearly amount. She also pointed out the line for the EMS Department revenue, noting of the \$600,000.00 in annual revenue projected, a total of \$565,080.95 has been collected as of October 31st, which is a total percentage of 94.18% of the projected amount. President Norem advised when the County had their conference call with the Standard & Poor Company for the County's bond rating they were impressed with the Auditor's review of the finances with the Board of Commissioners at their monthly meetings. She noted the County had received a Standard & Poor A+ bond rating for the Jail Project.

RE: JAIL WATER ISSUE

President Norem advised of her frustration with the City of Knox in regard to the water line issue to the location of the new County Detention Center. She stated she will be attending the City Council meeting the next day to see what the hold-up is and if the water line project will be delayed much longer the County will need to reconsider the underground water storage tank at the jail site, which was Plan B and had a cost of \$177,000.00. She noted she would like to know by tomorrow what the City's plans are so the County does not lose the \$500,000.00 in capitalized interest they could be saving next year. Attorney Lucas stated he believed what is holding up the project is the language in the agreement of the Estok easement.

IN OTHER BUSINESS:

President Norem advised she had forwarded on to the Board and Attorney Lucas copies of the Utility Vehicle Ordinance from Marshall and Kosciusko County, and the comments she received from DNR Officer, Tom Torcell. She stated she would like Attorney Lucas to draft an ordinance current with the existing law, and consistent with those two county ordinances, to be presented at the next meeting, on the 18th.

Attorney Lucas presented the final copy of the Starke County Golf Cart Ordinance, 2013-1021 which had been approved at the October 21st meeting. President Norem discovered an error in the ordinance, noting it stated it was approved by the Council instead of by the Board of Commissioners. Attorney Lucas advised he will be submitting a revised copy at the next meeting. Commissioner Danford made a motion to approve the corrections and sign the ordinance, seconded by Commissioner Davis. The motion passed with all ayes and the ordinance was signed by the Board.

President Norem advised the Board should submit their hours to Auditor Chaffins for the November Board of Commissioners' Office Hours Schedule.

2014 Holiday Schedule: President Norem advised they had received a copy of the proposed 2014 holidays to be approved, a copy of the State approved 2014 holiday schedule, and a request from County Treasurer, Kasey Clark, asking the Board to increase the number of holidays for the County employees. She advised their seemed to be an issue at Christmas time in 2014 since Christmas will fall on a Thursday, and Friday has been set up as a Holiday along with Thursday which would mean the County employees would be scheduled to work on Christmas Eve. Auditor Chaffins pointed out there are several families that schedule family get-togethers on Christmas Eve Day. President Norem asked Commissioner Davis to address this issue at the Department Head meeting that will be held that afternoon and report back at the next meeting of the Board on the 18th.

Jim Coad, the Annex Building Custodian, appeared before the Board and advised of a recent inspection by Simplex of the fire alarm equipment in the Annex Building. He advised Simplex had indicated there is an issue with a heat detector located in the Mech. Room in the Auditor/Surveyor Office on the 2nd Floor, and designated some heat detectors/smoke detectors as being too closing installed to an air vent and should be relocated. He also noted Simplex is recommending the Building's fire alarm panel needs to be re-labeled listing the exact name of the Office and the location, instead of just designating it as 2nd Floor West. He advised the price quote received from Simplex for the installation of the replacement part in the Mechanical Room's smoke detector, and re-labeling the fire alarm panel was \$665.10 for materials and labor. He advised he did not recommend the re-labeling of the alarm panel as it was not necessary. He advised he would move if necessary the detectors away from the vents. President Norem stated if the detectors were originally installed according to code as she was sure they were at the time the Annex Building was built, she believed any changes in the fire code requirements would be grandfathered in. She noted changes will be made if the insurance company states in doing so it will reduce the cost of the County's insurance premium. Custodian Coad advised the quoted cost to move the smoke detectors would be \$327.10. President Norem suggested Commissioner Danford meet with Jim and made a recommendation of any repairs needed at the meeting on November 18th.

President Norem inquired if either Commissioners Davis or Danford had located someone to serve as the Bi-Centennial Coordinator for the County in the State's Bi-Centennial Celebration. Commissioner Davis advised she did have someone interested but noted they wanted to see a job description first before they made up their mind. President Norem noted she had sent that information in the email she received by Gerry White, from the State. She advised she sent them the email on September 23rd and if they need any more information they should call Gerry White and the number is in the Commissioners' Office. Commissioner Davis then advised that person would not be interested and she inquired if Commissioner Danford had anyone interested in the position. Commissioner Danford advised he thought he had three possible individuals but they all passed on the idea. President Norem noted if they don't have a County Coordinator the County will not receive any grant funding for the Bi-centennial Celebration.

Commissioner Davis gave a brief report on possible litigation issues. She advised the Board, in regard to the questioning of the jail bid process, the County will not be changing their jail bid process and they will continue the project with the bids that were awarded.

Commissioner Davis advised of a situation the County Sanitation Officer has encountered and was advised he should get in contact with Attorney Lucas.

President Norem noted they have the proposed renewal of the County Extension Office with Purdue University for 2014 in the amount of \$41,000.00. Attorney Lucas stated it was the same standard contract as past years. Commissioner Danford made a motion to approve the agreement seconded by Commissioner Davis. The motion passed with all ayes.

PUBLIC COMMENT

Bob Aloï, of Territorial Engineering, presented to the Board a document that was requiring their re-signing in blue ink, as it was approved at an earlier meeting. MJ Berndt advised there is no City Council meeting the next day it is scheduled for next Tuesday. She also advised she will be forwarding a copy of her notes from previous Council meetings to President Norem.

A gentleman inquired as to when the newly signed Golf Cart Ordinance will be posted on the County's website. Auditor Chaffins advised it will be uploaded that afternoon. An individual inquired about purchasing the County's Jail Project Bonds. President Norem advised they are available to the public in increments of \$5,000.00 and are tax free municipal bonds. She noted Edward Jones, a local investment broker, is selling the bonds. Attorney Lucas stated he believed the name of the bond is the Starke County Building Corporation Bonds.

There being no further business, Commissioner Danford made a motion to adjourn the meeting, seconded by Commissioner Davis. The motion passed with all ayes and the meeting was adjourned at 11:10AM.

November 4, 2013

Kathy Norem, President

Kent Danford

Jennifer Davis

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