

Monday, December 1, 2014

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 9:08AM in the Annex Building Meeting Room, Knox, Indiana with Jennifer Davis and Kathy Norem present and the following proceedings were held to wit:

Commissioner Danford was absent from the meeting.

President Davis advised there were a couple of additions for the posted agenda: Attorney Lucas discussing the Shore Club property and Marcia Bedrock, of the Park Board, will present her monthly report.

EMS DEPARTMENT MONTHLY REPORT

EMS Director, Keith Emigh, and Clerk MaryLynn Richie appeared before the Board to present their monthly report. Clerk Richie advised a total of \$927.53 had been received from Collections Attorney, Jonathan O'Hara, and a total of \$150.00 from the Clerk in regard to Small Claims Court. She presented the monthly report on runs and advised the yearly revenue at this time is ahead of the year to date in 2013. Director Emigh and Clerk Richie presented a proposal in regard to billing for Non-Transport Calls. Clerk Richie advised of the following proposed fees:

Refusal of all EMS Services: No charge

Refused Transport but requested Ambulance (lift assistance, etc.): \$50.00 fee

Refused Transport but accepted evaluation (blood pressure, etc.): \$50.00 fee

Refused Transport but accepted evaluation and treatment (medication or supplies): The amount would be the fee and supplies or just a flat fee of \$100.00.

County Attorney Marty Lucas suggested a form be signed by the patient when they refuse to be transported. Clerk Richie advised that is the current policy. Commissioner Norem made a motion to approve the Non-Transport Fee proposal as presented. Commissioner Davis seconded the motion and it passed with all ayes. Commissioner Norem requested the Clerk track the number of dollars in revenue from these Non-Transport fees and to report it also in her monthly report.

Clerk Richie advised there is a case in Small Claims in regard to an accident patient who was transported in the ambulance along with another of the accident victims. She advised both patients were billed for the transport but the first patient doesn't agree they should both have to pay.

Director Emigh stated he received a proposal request from an employee who, due to pregnancy complications, has been restricted by her Doctor to light duty work only. Commissioner Norem advised that is why the County has Short Term Disability, for situations such as this one.

COUNTY HIGHWAY DEPARTMENT MONTHLY REPORT

Highway Department Superintendent, Rik Ritzler, appeared before the Board to present his monthly departmental report. He advised in regard to the Road Improvement Program: Since they have completed their winter weather preparations, and are now waiting on the winter weather, they have been using the time by hauling in # 11 stone for next summer's road improvements. He noted next year they plan on increasing their paving miles from 11 to 30; and decreasing their chip seal miles from 63 to 35 while maintaining their crack sealing and re-graveling miles. He advised they have completed a preliminary list of the 2015 road improvements and will present it to the Commissioners for their approval in January after their PASE Road Assessments are complete. Safety/Training: Since there were no accidents or injuries in the month of November, the Highway Department has been accident/injury free for ten months. He noted the training focus in November was on winter maintenance and snow plow safety. He advised their weekly meetings have been focused on the daily inspections of the trucks, keeping the trucks clear of salt, and step safety. He stated they are also implementing a new policy in regard to mailboxes damaged during snow plowing. This year the truck driver will be assisting the sign man in repairing the mailboxes in their area. This policy has been shown, in other local agencies, to reduce the number of mailboxes damaged on a driver's route. Superintendent Ritzler advised Rich Domonkos of LTAP/Purdue University gave a training class at the garage on snow plow safety and awareness. In addition to safety he also discussed new plowing techniques and stressed the importance of calibration of their salt spreader equipment to help optimize salt and sand usage. Another thing they are implementing is the purchase of amber sunglasses for the drivers to wear while plowing snow instead of the regular sunglasses. Local Bridge Replacements: Superintendent Ritzler advised the Bridge 31 Replacement is now complete and the bridge reopened on November 26th. He advised the Replacement of Bridge 86 is 80% complete and should be reopened in the next week or two. The Replacement of Bridge 70 is now 30% complete. Construction was not to begin until next March, but due to good weather the Construction Company has been able to begin the process. The Replacement of Bridge 79 will begin in March of 2015. He advised internal cure concrete has been used on these bridge replacements and is working out well. He noted Purdue University had tested the concrete and said it will last twenty five years longer.

Superintendent Ritzler advised Mark Wilson of JPR has submitted his invoice for the design of the last four bridges, 31, 86, 70 & 79. He noted the original design estimate for the four was \$140,000.00 but the final cost to the County was \$94,000.00. He advised the County was able to see a savings of \$46,000.00 due to the hard work of JPR and also because of the Department's ability to now do some of the preliminary design work themselves. He noted they are also saving costs on completing the inspection in house. He advised between the CR300E Project and these three bridge projects completed this year the total estimated inspection fees were \$472,000.00. But because the inspections were completed in house the inspection costs were only \$68,000.00 thus seeing a savings of \$404,700.00. The majority of those inspection fees were due to the CR300E INDOT Project. He noted this benefits the County because now the State is more willing to fund the County's Capital Projects. Superintendent Ritzler advised an RFP has been completed for the design of Bridges 1 & 71, but the bidding process has been postponed for now. He noted since the saving JPR has shown he wants to allow the other three submitters time to rework their numbers. He advised he will have a recommendation for the Commissioners at their December 15th meeting. He also noted LTAP/Purdue University is doing safety evaluations for three of the County's Intersections: CR350S & CR200E, CR700E & CR200N, and CR700S & CR300E.

Superintendent Ritzler advised he is still working with the other County Departments on a proposal in regard to getting some of the routine maintenance work completed at the SCILL Center. He stated he should have the proposal ready to present at the December 15th meeting.

Superintendent Ritzler advised they are almost out of the logo stickers for their trucks and would like to update the logo. He advised the Highway Department Clerk has sent the four area schools the information for them to participate in a contest as

to who could design the best updated Highway Department Logo. He would like the logo to show pride in Starke County and be easily readable.

The Superintendent advised he had spoken with property owner, Paul Blunder, in regard to an easement at Bass Lake. He advised the property was part of the Beach property the County would have received from the State. Property Owner, Paul Blunder, who was present at the meeting, stated he disagreed with how the easement came into existence. He stated he believed the parcel was created as part of the Gulf Point Sub-Division, and it was affected when the State made Lake View Avenue as part of SR10. Superintendent Ritzler advised the easement is being used as a boat launch. Mr. Blunder advised he has lived on the property for thirty three years and has continually worked on this issue of the actual owner of this easement parcel. Attorney Lucas advised he will review the issue and supporting documentation and will write an opinion and will present it at the December 15th meeting. President Davis stated she didn't feel this issue involved the Highway Department.

Commissioner Norem advised she felt this is the best Highway Department Superintendent Starke County has ever had. President Davis advised the Board of Commissioners does not need to have a unanimous vote in order to approve the Superintendent's employment contract, but felt that since her term is ending at the end of the year she didn't want to make it binding for the new Commissioner.

PARK BOARD MONTHLY REPORT

Marcia Bedrock, President of the Park Board, appeared before the Board and presented a summary of the Park Board Meeting from November 18th. She advised the Park Board decided the fourteen day camping limit restriction does not apply in this situation. She noted there was a question from the public if campers need to move out their equipment at the end of the season. She advised they did not see in the Commissioners meeting minutes that the Commissioners had voted on their decision to remove all campers for the winter. President Davis advised the campground is not a storage facility; they have no functioning restrooms during the winter time and no campground supervision. But, mainly it is not zoned for a storage facility. Ms. Bedrock inquired as to how this differs from a campground such as Yogi Bear. Commissioner Norem advised those are private campgrounds and in the case of the Yogi Bear Campground the campers own their camp lots and pay property taxes on them. She noted this was not the case at the Bass Lake Campground. President Davis stated the Board is emphatic that the campers are to be removed when the Park closed for the season. Ms. Bedrock inquired what should they do if the campers are not removed; what leverage do they have to remove them. President Davis advised they will see what happens.

Also discussed was the inspection report completed by Bob Bronson of the State in regard to his last inspection of the Bass Lake Beach and Campground.

President Davis stated Bruce Wakeland should present his annual report to the Park Board in regard to the Wakeland Forest, another County Park area.

IT DEPARTMENT CONTRACTS

IT Director, Joe Short, appeared before the Board and advised the County needs to purchase a new CAD Server for 911 Dispatch. He advised he could purchase a discounted license through Dell and could save the County approximately \$1,000.00 in the cost of the server. He requested Attorney Lucas review the documentation.

Director Short then advised the Planning Commission needs to update their software as they no longer have any support with their existing software. He said he has located two different software possibilities: SmartGov at a cost of \$7,500.00 for the yearly subscription. The other company is iWorks, a cloud based software, at a cost of \$3,087.00 a year, and startup fees of \$1,350.00. He advised the old system's information will convert easily and there won't be a need to keep the old system anymore. He also advised the employees will have accessibility to the software while out in the field.

He also provided the Microsoft Volume Licensing Registration Form that also required the Board's approval and signature. He advised the agreement was a one year term and will be notified in advance of the price of the renewal in case they propose a renewal price increase. Commissioner Norem made a motion to approve the agreements with iWorks and Microsoft.

Commissioner Davis seconded the motion and it passed with all ayes.

Director Short also advised he also has the annual renewal of the Database Agreement with CSI which is software used by the Clerk, the Court and Probation Departments. Commissioner Norem made a motion to approve the renewal, seconded by Commissioner Davis. The motion passed with all ayes.

Director Short advised they will be going live shortly with the new 180 foot radio tower this week. He advised both systems will be running simultaneously so they are not without coverage. He stated there are three new radio sites now: at North Judson, Hamlet and Bass Lake. He stated all Fire, EMS & Police radios on the VHS side will work with the new system. He also noted, in regard to FCC licenses, when he first started his employment, the County had expired licenses and they were put into the Commissioners' name. But, one of the licenses was rejected because not all of the ownerships of all covered license aligned to be in the Commissioners' name. The one license is under the ownership of the Starke County Fire Association and recently the Bass Lake Fire Department has extracted its' self from the County's Fire Association. He noted BLFD is in the process of transferring their license out of the Fire Association's name.

EMA DIRECTOR GRANT REPORT

EMS Director, Ted Bombagetti, appeared before the Board to request their signatures on a grant proposal, CFDA # 97-042. He noted the grant will be used to purchase the following equipment: First Aid Kit, EOC Monitor, EOC printers, tablets with docking stations, and EMA Director Work station. He advised the total amount of the grant/equipment is \$8,485.29. The Board signed three copies of the grant agreement. Director Bombagetti then presented a brief summary of the grants he received in 2014: State Homeland Security Program--\$18,760.00 to update 800mgh radios to new P25 standards; EMPG Wage Reimbursement—wage reimbursement for EMA Director and Clerk, \$31,330.00; 2014 EMPG Bonus—(the grant proposal that was just presented)--\$8,485.29; 2013 EMPG Bonus—weather camera, Surface Pro tablets, computer workstation--\$4,561.95; District Grant Purchases—panaboard, projector, rotar, installation kit--\$3,200.00; Motorola Mobile Radio and Motorola Portable radio--\$2,300.00; Etieline one per Starke County School Building--\$5,000.00; Salamander Update--\$1,000.00 for a total of \$74,637.24 for the year.

VENDOR CLAIMS, PAYROLL CLAIM, MINUTES

Commissioner Norem made a motion to approve the payroll for the pay period ending on November 22nd, with a pay date of November 28th, in the total gross amount of \$188,148.70. The motion was seconded by Commissioner Davis and passed with all ayes. Commissioner Norem made a motion to approve the vendor claims in the total gross amount of \$428,641.58. Commissioner Davis seconded the motion and it passed with all ayes. President Davis advised the vendor claims included the 17Ts and the claims for the election workers. Commissioner Norem made a motion to approve the minutes of the November 17th meeting. The motion was seconded by Commissioner Davis and passed with all ayes. President Davis advised she had met again with 1st Source Insurance Agent, Marcia Hayes, in regard to the County's Supplemental Inmate Medical Insurance. She advised the policy is up for renewal and the premium is based on the average number of inmates. She noted presently there are thirty two inmates and no Starke County inmates at the Pulaski County Jail. She noted the cost of the policy renewal at that rate is \$11,497.50, but would need to be notified if the inmate population increases. Commissioner Norem made a motion to approve the renewal, seconded by Commissioner Davis. The motion passed with all ayes. President Davis advised the average inmate population is thirty two and so the annual premium would be \$11,497.50. President Davis advised 1st Source is still working on the revised HRA Agreement, the supplement to the County's Employee Health Insurance policy.

IN OTHER BUSINESS

President Davis advised Adam Gray, the Coroner-Elect was unable to attend today's meeting as he is on duty with the County Police Department, but he has submitted an update report. He noted he recommends postponing any new building until at least spring and in the meantime he will store the cooler at the Glove Factory. He advised he has reached an agreement to temporarily store any bodies at the St. Joe Regional Medical Center in Plymouth, or if necessary, to take the body directly to the site of the autopsy or directly to a crematorium, if so requested. Commissioner Norem inquired as to where the funding is coming from to cover the expense of using other County's storage facilities. She advised Coroner Elect Gray should appear before the Council to see if the funding is available in his 2015 budget. Councilman Freddie Baker, who was in attendance at the meeting, stated he still feels that IU Health-Starke could find the room to accommodate the cooler.

President Davis advised the Building Corporation has recommended the agreements from DLZ and Skillman in regard to the additional fees associated with the build out of the Courtroom at the new County Jail. Their fees will be hourly, with an amount not to exceed \$10,000.00. Commissioner Davis made a motion to approve their agreements, seconded by Commissioner Norem. The motion passed with all ayes.

Attorney Lucas advised he has been asked to clarify some property deeds and to verify if the property at Bass Lake goes up to the water's edge. He advised in one of the cases the County is involved as they are listed as the property owners. He inquired if he has permission to proceed with the process. Commissioner Norem made a motion to approve his request, seconded by Commissioner Davis. The motion passed with all ayes.

Veterans' Service Officer, Terry Turner, submitted his monthly departmental report. A copy of the report is on file in the Auditor's Office.

A request was made by the County Assessor, Rhonda Milner, requesting approval to attend a DLGF Conference January 20-23 along with Deputy Assessors Michelle Snowdon, Jody Czerniak, and PTABOA Board Members Rebecca Ferch, Ronald Simoni and Ed Hasnerl. Commissioner Norem made a motion to approve the request, seconded by Commissioner Davis. The motion passed with all ayes.

Jim Coad, the Custodian of the County Annex Building, appeared before the Board and presented them with copies of the "Life Safety Disclaimer Notice" he had received from Simplex. He advised this was their response in regard to the County's decision to not correct their recommended repairs. The notice from Simplex is a disclaimer of all responsibility and liability for any claims for damages, costs, or injuries to the fire alarm system. Commissioner Norem advised Attorney Lucas should take this under advisement. She also noted she would be curious as to see the response from their insurance carrier. In further discussion it was decided to go ahead with the required updates and President Davis signed the two documents from Simplex. Custodian Coad was advised to use the unexpended portion of his 2014 budget to pay for approximately 1/3 of the expense with the remainder to be paid out of the Cumulative Capital Development Fund. Custodian Coad also presented the authorization to give Commissioner-Elect Don Binkley keys to the Annex Building and Courthouse. Commissioner Norem made a motion to approve this authorization, seconded by Commissioner Davis. The motion passed with all ayes. Commissioner Davis advised she had already turned her keys back in to Custodian Coad.

PUBLIC COMMENTS

Les Jensen, Fire Chief of the BLFD asked for permission to add one new frequency to their current license that they carry on the license owned by the County, frequency 153.845. He advised they are in the process of moving one radio license from the County to their own license. He noted it is for the fire ground channel; but advised they will be adding eight new frequencies to the license owned by the township. Director Short advised he was alright with the requests. Attorney Lucas questioned their operating on the same frequency as the County. Chief Jensen advised the BLFD will take responsibility if interference is caused by the BLFD. He stated he has a letter prepared but would like for it to be printed out of the County's letterhead. Auditor Chaffins requested Chief Jensen email her the letter in pdf form. Commissioner Norem advised she would stop in the Auditor's Office in the morning to sign the letter.

There were no other public comments and there being no further business, Commissioner Norem made a motion to adjourn the meeting, seconded by President Davis. The motion passed with all ayes and the meeting was adjourned at 11:07AM.

December 1, 2014

Jennifer Davis, President

ABSENT _____
Kent Danford

Kathryn Norem

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

