

**Thursday, December 27, 2012**

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in special session in the Annex meeting room, Knox, Indiana, with Kathy Norem, Dan Bridegroom and Jennifer Davis present and the following proceedings were held to wit:

The meeting was called to order by Commissioner President, Kathy Norem, at 8:30AM. President Norem inquired if there were any additions or corrections to the agenda. Commissioner Bridegroom stated the Umbaugh invoice needed to be included in the claims. President Norem advised that will be addressed when the vendor claims are reviewed.

**RE: ASSESSOR BIDS**

County Attorney, Marty Lucas, advised the bids for the Assessor's Office Maintenance & Trending were to be opened at the December 17<sup>th</sup> meeting, but since that meeting was cancelled, they will be opened at today's meeting. He verified with the Auditor the bids had all been received in a timely manner, by the Dec. 17<sup>th</sup> deadline, and Auditor Chaffins advised they had been. Attorney Lucas opened the bids and they were as follows:

Accurate Assessments  
3524 Stellhorn Rd.  
Fort Wayne, IN:  
Maintenance \$28,000.00  
Trending \$41,660.00

Indiana Assessment Service  
1611 Main St.,  
Rochester, IN  
Maintenance \$32,300.00  
Trending \$47,500.00

Nexus Group  
PO Box 383  
Zionsville, IN  
Maintenance \$12,500.00  
Trending \$19,500.00

Tyler Technologies  
1 Courthouse Square, Suite 301A  
Jasper, IN  
Maintenance \$62,100.00  
Trending \$42,800.00

Commissioner Bridegroom made a motion to have the Assessor, Rhonda Milner, review the bids and for the Commissioners to take the bids under advisement. The motion was seconded by Commissioner Davis and passed with all ayes.

**RE: COUNTY COURTHOUSE ELEVATOR**

Courthouse Custodian, Carl Goodrich, appeared before the Board. He advised the Oracle Co. found a leak in the seal of the elevator hydraulics. They will be there to repair the leak on Jan. 7<sup>th</sup>. He noted Oracle will extend the warranty on the hydraulics of the elevator until October 31, 2013.

Goodrich then inquired if the Board would consider ending the service agreement they presently have with Kone and enter into a service contract with Oracle instead. He advised the service contract with Kone began in 1995 and automatically renews itself every five years. He noted the cost of the Kone agreement is \$275.00 monthly, and the cost of the Oracle contract would be \$390.00 quarterly or \$130.00 monthly. President Norem advised Attorney Lucas to see if the County could be released from their contract with Kone. Mr. Goodrich then inquired as to the status of an invoice received from Kone for their work to the elevator last fall, when they added hydraulic fluid to the cylinders. President Norem stated if it hasn't already been paid, to submit the claim in with the next claims scheduled, and have Deputy Auditor CarLa Thomas flag it for discussion. Attorney Lucas advised he would like to see it documented that Kone had been instructed not to touch the elevator cylinders.

Carl inquired about resuming the program with having a Senior Assistant. Commissioner Davis advised the program is a mutual agreement with the State and she would like to see something in writing in regards to the program, to address her concerns with liability and worker's compensation. President Norem requested that issue be on the Jan. 7<sup>th</sup> meeting's agenda.

**RE: REQUEST FROM HEALTH DEPARTMENT NURSE, FRANK LYNCH**

County Health Nurse, Frank Lynch, appeared before the Board to request the use of a jeep the Starke County Community Corrections is no longer utilizing. He advised the vehicle has not yet been inspected by the Highway Department Garage. Commissioner Bridegroom made a motion to allow the SCCC to have the vehicle inspected

and if it passes the inspection to be utilized by the Health Department. Commissioner Davis seconded the motion, and it passed with all ayes.

**RE: ADA SELF EVALUATION & TRANSITION PLAN**

EMA Director, Ted Bombagetti, appeared before the Board in regard to the completion of the American with Disabilities Act Self-Evaluation and Transition Plan. He advised now the Board would need to pass and sign the resolution. President Norem read the resolution into the record. (A copy of the resolution and the plan are on file in the Auditor's Office.) Commissioner Bridegroom made a motion to approve the resolution, seconded by Commissioner Davis. The motion passed with all ayes.

On a different subject, Director Bombagetti inquired if the tires from the squad car that is being retired by the police department could be transferred to the vehicle he is currently driving for the EMA Department. The Board approved his request.

**RE: UPDATE FROM ATTORNEY MARTY LUCAS**

Attorney Lucas advised, in regard to the Haut v Starke County case he was notified by Attorney Boveri and the discovery process has been temporarily halted. He noted it will help the County avoid additional expenditures. He advised he is expecting a mediation to be held sometime in February. He also advised there seemed to be some confusion in regard to a claim for payment for Attorney Boveri. He had speculated that Attorney Boveri was submitting the claim directly to the County. In regard to the new jail project, he advised two appraisals of the Bailey property are being completed and he was expecting them within the next ten days.

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

Commissioner Bridegroom made a motion to approve the pay claim for the pay period ending December 8<sup>th</sup>, in the total gross amount of \$175,497.39. The motion was seconded by Commissioner Davis, and passed with all ayes. Commissioner Bridegroom made a motion to approve the pay claim for the pay period ending December 22, in the total gross amount of \$175,279.61. Commissioner Davis seconded the motion, and it passed with all ayes.

Commissioner Bridegroom made a motion to approve the minutes of the December 3<sup>rd</sup> meeting, seconded by Commissioner Davis. The motion passed with all ayes. Auditor Chaffins advised she discovered in the minutes of the November 19<sup>th</sup> meeting, a line should be added to the minutes to clarify where the Board had directed the payment of the Christmas Party expense, \$ 360.00 be paid from, the travel line item, # 30204, of the Commissioners' budget of the County General Fund. Commissioner Bridegroom made a motion to approve this correction, seconded by Commissioner Davis. The motion passed with all ayes.

Commissioner Davis and Norem wanted it noted that the Board did not take money away from the County employees when the pop machine monies were turned over to the County, and had, in fact, given more toward the party, than the monies collected from the pop machine for the year, as there appears to be some disgruntled employees.

In regard to the vendor claims, Commissioner Davis made a motion to approve the vendor claims as submitted with a reduction of the following claims: \$6.19 from the Vicki Jernas claim, \$5.93 from the Richard Brettin claim, and \$22.76 from the Harrison Fields claim. The motion was seconded by Commissioner Bridegroom, and passed with all ayes. The total net amount of the approved vendor claims was \$194,350.16. President Norem noted the payment of the poll workers had been allowed prior to the meeting, since the claim had been submitted too late to make the deadline for the December 3<sup>rd</sup> meeting. Commissioner Davis made a motion to approve the claims for the poll workers, seconded by Commissioner Bridegroom. The motion passed with all ayes. Commissioner Bridegroom questioned why the claim for the payment of the poll workers had been submitted so late, since they know who the poll workers will be prior to the election. President Norem advised the claim had been received by the Auditor's Office for payment, on November 29<sup>th</sup>, past the deadline for the December 3<sup>rd</sup> meeting.

In regard to the Auditor's request for the Board to require paycheck mandatory direct deposits in regard to the County's payroll process, Commissioner Bridegroom made a motion to not require direct deposit at this time, seconded by Commissioner Davis. The motion passed with two ayes, and one nay (Norem). Commissioner Davis noted that it should be a voluntary procedure not a mandated one.

President Norem advised they had received a request from the insurance company, that provides the county's health insurance, to have the Board allow the same age coverage that the federal government had mandated: coverage of a child up to age 26, for all types of coverage—health, dental, and vision. Commissioner Davis advised she would like to see some figures on what that would cost the county if they were to change the age terms. Commissioner Bridegroom made a motion to table this issue for now until more information could be received. Commissioner Davis seconded the motion, and it passed with all ayes.

President Norem also advised there has been a request to make the waiting period of 30 days, which is now the established procedure for the County's health insurance coverage, also pertain to both the vision insurance and the dental insurance. Commissioner Bridegroom made a motion to make the 30 days waiting period the standard for the three types of insurance, seconded by Commissioner Davis. The motion passed with all ayes.

**IN OTHER BUSINESS:**

President Norem advised she had been contacted by Todd Samuelson, of Umbaugh Financial Services, requesting the payment on an invoice from 2012, prior to the end of the year. She noted she would like to see this invoice paid from the Fund that was created to pay for the preliminary expenses in regard to the County's jail project, since Umbaugh had assisted with the passage of the County's additional CEDIT tax. Commissioner Bridegroom made a motion to approve the payment of the Umbaugh invoice, seconded by Commissioner Davis. The motion passed with all ayes. President Norem advised Auditor Chaffins Mr. Samuelson will be here tomorrow, in the AM, to

personally pick up the check.

In regard to the bids that were received for the engineering of Bridge 43 (December 3, 2012 meeting), President Norem summarized the bids received. She noted the County has experience with three out of the four companies who had submitted bids, but not the Anthony Hendricks Co., who had submitted the lowest bid. County Highway Department Superintendent, Steve Siddall, advised Jones, Petrie, & Rafinski had provided the engineering of the last county bridge project, and they completed their work, under budget, and ahead of schedule. Commissioner Davis made a motion to accept the bid from Jones, Petrie, & Rafinski, seconded by Commissioner Bridegroom. The motion passed with all ayes.

Commissioner Bridegroom gave a brief report in regard to the Marshall County Starke County Coop Agreement. He noted our County Highway Superintendent met with the Highway Department Superintendent from Marshall County and they compiled a listing of the equipment and manpower that was exchanged between the two counties. He advised Superintendent Siddall and himself met with Auditor Chaffins in her office this morning to review the information. He added the only other information they need to complete the reconciliation is the dollar amount of the equipment and manpower. He inquired if a telephone conference is considered a meeting, and Attorney Lucas verified that it does.

In other unfinished business from throughout 2012, Marty Lucas advised he would send the electronic version of the revised County travel policy to the Auditor's Office.

In regard to the composition of the County's Building Review Board, after a discussion, it was decided in will be included with the other County appointments made on Jan. 7, 2013.

In regard to the status of a County Animal Control Officer, Commissioner Davis inquired as the revenue received from the County's Option Dog Tax, and what the expiration date was on the current dog tags. Auditor Chaffins advised she will have that information available for a report at the Jan. 3<sup>rd</sup> meeting.

In regard to the Municode Project, President Norem advised to have Deputy Auditor, Suzanne McCarty, forward to Municode the information from the Planning Commission.

Attorney Marty Bedrock appeared before the Board with a request to submit a claim for reimbursement of his legal service. He explained he was hired by a client who had purchased property at the certificate sale in July, 2012, and now the sale was invalidated and he is out his fees. He advised the fees are for a total of \$664.34. He explained in the normal process, he would be reimbursed for his fees during the redemption process, but that wouldn't be the case in this issue. Attorney Lucas advised this particular railroad property wasn't a "parcel" that could be sold at a tax sale. He also advised, since this claim wasn't excessive, he saw no reason for the County not to allow him to submit the claim. Commissioner Bridegroom made a motion to allow Marty Bedrock to submit the claim to the County for reimbursement. Commissioner Davis seconded the motion, and it passed with all ayes. Attorney Lucas advised, once again, that not all railroad parcels are actually "parcels", and the County will have to determine each property separately. He advised they are not all the same situation.

Annex Building Custodian, James Coad, appeared before the Board to give a brief report. He advised he had purchased a pallet jack to utilize at the warehouse, and the problem with the sidewalk on the north side of the Annex Building has been repaired. He advised he has received a quote to have the stairs repaired. President Norem asked him, once the weather warms up in the spring, to obtain quotes for the replacement of the stairs.

Commissioner Bridegroom advised the Three County Drainage Board, in regard to the Lomax property, is looking at taking the issue to Purdue University, and have them research the property back to its origin.

Starke County Economic Development Director, Charlie Weaver, along with Commissioners Norem & Davis, thanked Commissioner Bridegroom for his years of service, while serving as a Commissioner of Starke County.

There being no further business, Commissioner Bridegroom made a motion to adjourn the meeting, and seconded by Commissioner Davis. The motion passed with all ayes, and the meeting was adjourned at 10:42PM.

**December 27, 2012**

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Kathy Norem, President

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Dan Bridegroom, Vice-President

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Jennifer Davis

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Katherine Chaffins, Auditor &  
Secretary to the Board of Commissioners