

Tuesday, January 3, 2012

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 9:00am in the Annex meeting room, Knox, Indiana, with Dan Bridegroom, Kathy Norem, and Jennifer Davis present and the following proceedings were held to wit:

The meeting was called to order by President, Dan Bridegroom.

RE: REORGANIZATION OF BOARD

Commissioner Davis made a motion to nominate Commissioner Norem as President for the year 2012, seconded by Commissioner Bridegroom. The motion passed with all ayes, and Commissioner Norem began presiding over the meeting as President, after thanking Commissioner Bridegroom for everything he had done as President, for the past three years. Commissioner Davis made a motion to nominate Commissioner Bridegroom as Vice President and Commissioner Davis as Secretary. Commissioner Bridegroom seconded the motion, and it passed with all ayes. Commissioner Davis made a motion to retain Marty Lucas as the Commissioner's attorney, seconded by Commissioner Bridegroom. The motion passed with all ayes.

RE: 2012 COMMISSIONER APPOINTMENTS

The Commissioners made the following appointments:

Starke Drainage Board: Commissioner Bridegroom made a motion to reappoint Ken Porter to the Board, seconded by Commissioner Davis. The motion passed with all ayes. The appointment is a three year term.

Commissioner to Contact: Commissioner Bridegroom made a motion for the year 2012, to retain the same contacts as last year. Commissioner Davis seconded the motion and it passed with all ayes.

The contacts are as follows: Jail—President Norem; Courthouse & Annex—Commissioner Davis; Highway Department—Commissioner Bridegroom; Bass Lake Beach & Campground—Commissioner Bridegroom.

Building Code Review Board: County Attorney, Marty Lucas advised he will be reviewing the ordinance to see who could serve on this Board.

Finance Board: President Norem advised pursuant to IC 5-13-7, the Board will consist of the three Commissioners and the County Treasurer, by virtue of their offices. Their term expires at the end of their term in their corresponding offices.

Economic Development Board: Commissioner Bridegroom made a motion to reappoint President Norem to the Board, seconded by Commissioner Davis. The motion passed with all ayes. The length of the term is one year.

KIRPC Board: Commissioner Bridegroom made a motion to reappoint Commissioner Davis to serve on the KIRPC Board, seconded by Commissioner Davis. The motion passed with all ayes.

The length of the term is one year.

Planning Commission: Commissioner Davis made a motion to reappoint Commissioner Bridegroom to this Board, seconded by President Norem. The motion passed with all ayes.

Health Board: Commissioner Bridegroom made a motion to reappoint Dr. Joseph Bartush to this Board, seconded by Commissioner Davis. The motion passed with all ayes. The length of the term is four years.

North Judson-Wayne Township Library Board: Commissioner Bridegroom made a motion to appoint Larry Wickert to the Library Board, seconded by Commissioner Davis. The motion passed with all ayes. The length of the term is four years.

Aviation Board: Commissioner Bridegroom made a motion to reappoint Carl Goodrich to this Board, seconded by Commissioner Davis. The motion passed with all ayes.

Hospital Board: Commissioner Davis made a motion to appoint Marty Bedrock to serve the remainder of the term left vacant due to the resignation of Board member, Ed Hasnerl. Commissioner Bridegroom seconded the motion, and it passed with all ayes. The term will expire at the end of 2012.

Commissioner Davis then made a motion to reappoint Dr. Walter Fritz to serve another term on this Board, seconded by Commissioner Davis. The motion passed with all ayes. The length of the term is four years.

Alcoholic Beverage Board: Commissioner Bridegroom made a motion to reappoint Republican, Marv Peters, to serve another term of this Board, seconded by Commissioner Davis. The motion passed with all ayes. The length of the term is one year.

Solid Waste Board: Commissioner Bridegroom made a motion to appoint North Judson Town Board Member, Tim Cummins, to serve on this Board, seconded by Commissioner Davis. The motion passed with all ayes. The length of the term is one year.

PTABOA Board: Commissioner Bridegroom made a motion to table the appointment of this Board until the Feb. 6th meeting pending qualifications and certifications of appointees, seconded by Commissioner Davis. The motion passed with all ayes.

LEPC Board:

Emergency Management Board:

FEMA Board: Commissioner Bridegroom made a motion to keep the board appointments the same as last year: reappoint President Norem to serve another term on these three boards and Commissioner Bridegroom to be the proxy, seconded by Commissioner Davis. The motion passed with all ayes. The length of term on all three boards is one year.

Starke County Visitor's Association Board: President Norem advised all members serve a two year term, and there needs to be a party balance on this board.

Commissioner Davis made a motion to appoint Julie Desauer, Republican, to the Board as a Destination-Business Owner Representative, replacing Andy Beilock. Commissioner Bridegroom seconded the motion and it passed with all ayes.

Commissioner Davis made a motion to reappoint the following members to another two year term: Richard Wiczorek (D), Pat Mitchell (R), Jennie Carter (R), John Hensler (D), and Jim Shilling (R). Commissioner Bridegroom seconded the motion, and it passed with all ayes.

Community Corrections Board: Commissioner Bridegroom made a motion to appoint Talia Reed to fill a vacancy on the Board for a lay person, and Melinda McCarty to fill a vacancy for a Victim Advocate. The motion was seconded by Commissioner Davis. The motion passed with all ayes. Commissioner Davis made a motion to reappoint the remainder of the Board with the current board members, seconded by Commissioner Bridegroom. The motion passed with all ayes. The length of a term on this board is four years.

Note: When all of the Commissioner & Council 2012 board appointments are completed, a list of the 2012 County Board Appointments will be posted on the County's website.

RE: PAY CLAIM & MINUTES

Commissioner Bridegroom made a motion to approve the payroll for the period ending December 24th, 2011 in the amount of \$169,972.88, seconded by Commissioner Davis. The motion passed with all ayes.

Commissioner Bridegroom made a motion to approve the minutes of the Dec. 16th meeting, the Dec. 28th Executive Session, and the Dec. 28th Special Session. Commissioner Davis seconded the motion, and it passed with all ayes.

RE: COUNTY HIGHWAY MONTHLY REPORT

County Highway Department Steve Siddall, appeared before the Board and advised he had received four bid/proposals for the engineering design services for Bridge # 51. The bridge, located in North Bend Township, is currently closed for traffic. He stated he had received the sealed bids by 2:00PM, Dec. 19th. He stated he had opened the bids, and had scored the information.

He submitted to the board the score sheet showing what was included in each proposal, and the cost. A copy of the score sheet is on file in the Auditor's office. President Norem noted none of the proposals had included the cost of any inspections. Ken Minett, of Butler, Fairman & Seufert advised the proposals do not include the inspection cost until they know if the Commissioners request the inspections. Norem inquired as to the possible cost of the inspections. They were advised by Mr. Minett, the inspection costs would not exceed \$29,000.00. Commissioner Bridegroom made a motion to accept the lowest bid/proposal from Butler, Fairman, & Seufert in the amount of \$47,500.00, seconded by Commissioner Davis. The motion passed with all ayes.

RE: EMS DEPARTMENT MONTHLY REPORT

EMS Director, Paul Mathewson, appeared before the Board to advise them the county's ALS Certification application was accepted by the State. He advised the next step is for the State is inspect the county's equipment. He is currently receiving the ALS equipment that was ordered, but the inspection can't take place until all the equipment has been received. He projects to start taking applications for ALS certified paramedics beginning this month. Also, he expects to receive the new ambulance soon. He advised the date the ALS program will begin in Starke County will depend on when the state inspections are completed. President Norem commended him on a well done job with the ALS program and is very excited to bring ALS services to Starke County.

RE: COUNTY POLICE PENSION

Sheriff Oscar Cowen appeared before the Board to advise them he has some officers in the department interested in participating in a retirement program. The program is at no expense to the county, but he needs their permission to have the Auditor's office set up the deductions from the employee's paychecks. President Norem advised him to present a proposal in writing and submit it to either the next meeting in January, or the first meeting in Feb. Ken Arnett, of the Sheriff's Merit Board, advised the retirement program is a DROP program, and stressed there is no expense to the county. But, there will be a \$1,000.00 fee from McKready & Keene to set up the program.

RE: PRECINCT RELOCATION PROPOSAL

Evelyn Skronski, Starke County Clerk, along with Jim Henriott and Pat Mitchell, of the Election Board, appeared before the Board to present a proposal on the consolidation of precinct polling places. The proposal calls for the 21 precincts of the county to be consolidated into 11 different polling places, with a savings of \$4,545.00, which is 31% of the total election costs. A copy of the proposal is on file in the Auditor's Office.

President Norem advised she would have preferred to be given this proposal prior to the meeting to be reviewed, and also inquired as to the input from both party chairmen. She stated because it is an important election year, she is concerned with the consolidations and their affect on all voters. Commissioner Bridegroom made a motion to table this proposal until the Feb. 6th meeting, and have both party chairmen attend the meeting also. Commissioner Davis stated she doesn't see the need to have the party chair attend the meeting. They just want input from them prior to the meeting. Commissioner Bridegroom amended his motion to include that change, and Commissioner Davis seconded the motion. The motion passed with all ayes.

Clerk Skronski advised the voters need to be notified of the change of precincts thirty days, to six weeks prior to the May 8th primary election.

RE: COUNTY LANDFILL

Commissioner Bridegroom advised they had received a proposal from Weaver Boos for the Post Closure Compliance Support Services at the county landfill. Attorney Lucas reviewed the proposal and stated there are three components to the proposal: 1. Ground water monitoring;

2. Perimeter gas monitoring; 3. Post closure inspections. He advised the proposal meets the prescription set forth by IDEM. He also advised Weaver Boos has requested an electronic file of the historical data of the landfill.

Commissioner Davis made a motion to accept the proposal from Weaver Boos, seconded by Commissioner Bridegroom. Attorney Lucas stated it is unknown as to the end of this project since it will depend on the continual monitoring. Commissioner Bridegroom advised he will be speaking with a representative of Weaver Boos in regard to their previous reports and their request for the electronic file.

RE: JAIL INMATES MEDICAL COVERAGE CONTRACT

President Norem advised they had received the annual renewal of the jail inmates' medical coverage contract. She stated it is in the second year of a three year contract, and the rate is based on the jail population. Also, as stated in the contract, there will be a three percent increase in the fee. Commissioner Bridegroom made a motion to approve the renewal with the three percent increase, seconded by Commissioner Davis. The motion passed with all ayes.

RE: MEETING OPENED TO THE PUBLIC

Ken Arnett inquired as to the number of federal lawsuits the county is facing due to the jail/police department. He then stated, even though he has had some disagreements with the Commissioners in the past, he believes they have done a good job during the past year.

Betty Dotlich inquired if there were any changes to the permit situation on CR250N. She was reminded of the Planning Commission meeting that will be held on Jan. 18th.

Rich Wiczorek inquired as to why CR850E, south of SR10 is closed. He was advised the road will be closed until Bridge # 51 is repaired. He stated he is concerned with the detour around that site, and the damage to the county roads 700S and 875E from the additional traffic. President Norem stated she is still requesting the listing of the status of the county's bridges be posted on the county's website.

RE: PUBLIC EMPLOYEES WITH PAST DUE COUNTY PROPERTY TAXES

Interim County Treasurer, Kasey Clark, appeared before the Board to discuss the situation when public employees are delinquent on their county property taxes. Clark advised she is required, by the SBOA, to supply lists of delinquent public employees to the various public entities in the area. She stated it is her duty to supply a list to each entity and it is up to each entity to garnish their employee's wages. Attorney Lucas questioned the use of the word "garnish" since no court order is involved. A discussion followed. President Norem stated this was brought to her attention from an employee of an area school system, and her concern was with the way the public entities were notified of the delinquent employees--via email.

The Commissioners inquired if more of a notice be given to the past due public employees before the notice goes to their employers. Clark responded she can't send out past due notices to certain taxpayers without sending notices to every past due

taxpayer, because the cost could be \$3000.00. Attorney Lucas disagreed with her statement. Clark stated public employees include any one employed at the county schools, towns, cities, the state, and the county libraries. Clark noted the entity does notify their employees who have delinquent taxes. She stated she believed the reason the policy was established was due to the fact the tax revenue is used by the public entities when paying their employees, so that is why it is important for the public employees to keep their taxes current.

The Commissioners stated they would like to see a past due notice be sent to county employees before any deductions are taken from their pay. Attorney Lucas is concerned that this procedure puts public employees on a different standing than the other taxpayers, and treats the public employees with less rights.

Commissioner Davis made a motion starting in 2012, a past due notice be sent to all past due public employees before the notice is sent to their employers. This would allow for them to respond to their delinquency; it would allow them the time to submit a written protest as to why they felt they didn't owe the taxes. Commissioner Bridegroom seconded the motion, and it passed with all ayes. President Norem stated they want to protect against any errors in the tax billings. Interim Treasurer Clark also advised the taxpayer could set up a payment plan with her office before it is deducted from their paychecks. Commissioner Bridegroom advised Clark to have Attorney Lucas pre-approve the past due notice. Also they would like to see Kasey write a proposal of the policy, for the deductions to be taken from a delinquent county employee, and present it to Marty for review.

IN OTHER BUSINESS TO COME BEFORE THE BOARD:

Commissioner Davis made a motion to approve the invoice from the Indiana Association of County Commissioners, in the amount of \$700.00. The motion was seconded by Commissioner Bridegroom, and passed with all ayes. The invoice will be submitted in the next available claims process.

Attorney Lucas advised, in regard to the PTABOA Board, the Commissioners have three appointees, and the Council has two appointees. It is a five man board, and the County Assessor is a non-voting member of the Board by virtue of the office. He stated requirements of the appointees include their party affiliation, their residency, and they must be a freeholder. Commissioner Davis made a motion to table their appointees to the PTABOA Board until the Feb. 6th meeting, seconded by Commissioner Bridegroom. The motion passed with all ayes.

In reference to the Building Code Review Board, Attorney Lucas questioned if the Board was created correctly and advised he would like to research the county ordinances that created the Review Board. Commissioner Bridegroom stated he would speak with the Planning Commission also.

Commissioner Davis stated she felt she needed to review the county's policy in regard to "Comp Time" prior to that day's meeting with the department heads. They advised the county does not allow for the accrual of any comp time by any county employee.

There being no further business, Commissioner Bridegroom made a motion to adjourn the meeting, seconded by Commissioner Davis. The motion passed and the meeting was adjourned at 11:30AM.

January 3, 2012

Kathy Norem, President

Dan Bridegroom, Vice President

Jennifer Davis

Katherine Chaffins, Auditor &
Secretary to the Commissioners

MEETING OF

THE BOARD OF FINANCE

January 3rd, 2012

The meeting of the Board of Finance was called to order at 11:36AM, in the Meeting Room of the County Annex Building. Those in attendance were the Starke County Commissioners, Kathy Norem, Dan Bridegroom, & Jennifer Davis; the Interim County Treasurer, Kasey Clark; County Attorney, Marty Lucas; and the minutes taken by County Auditor, Katherine Chaffins.

It is noted the County Board of Finance is comprised of the County Commissioners, and the County Treasurer, by virtue of their offices.

Commissioner President, Kathy Norem, opened the floor for nominations of the officers of the Board of Finance. Commissioner Bridegroom nominated Kathy Norem for President of the Finance Board, seconded by Commissioner Davis. The motion passed with all ayes. Commissioner Davis made a motion to nominate Commissioner Bridegroom as the Secretary to the Board of Finance, seconded by President Norem. The motion passed with all ayes.

Interim Treasurer, Kasey Clark, gave the Board a report of the investments owned by the county, the interest earned, each investment's year-end balance, and the financial institution where the funds are deposited. A copy of the report is on file in the Auditor's Office.

County Attorney, Marty Lucas, advised it is the role of the Board of Finance to review the county's investments policy and they can make suggestions/recommendations to the Treasurer.

Interim Treasurer Clark then reviewed the list of investments and funds with the Board.

In reference to the Save the Hospital Fund, # 0161, Clark stated the fund had a cash balance in addition to the investment. Commissioner Bridegroom made a motion to invest the cash balance of that fund in a CD, seconded by Commissioner Davis. The motion passed with all ayes.

In regard to the Worker's Comp. Fund, Clark inquired why they are required to set aside that money since the county is no longer self insured for their worker's compensation. Commissioner Bridegroom made a motion to close that account and return the money back to the Cumulative Bridge Fund, where it had been taken from. Commissioner Davis seconded the motion, and it passed with all ayes.

In regard to the county's Rainy Day Fund, #0135, (CEDIT Excess), Commissioner Bridegroom made a motion to invest it all in a thirty day CD, seconded by Commissioner Davis. The motion passed with all ayes.

In regard to the County's Rainy Day Fund, #0141, Commissioner Davis made a motion to invest the whole amount in a yearly CD, investing a quarter of the total on a quarterly basis. The motion was seconded by Commissioner Bridegroom, and it passed with all ayes.

In reference to the CEDIT Fund, # 0093, President Norem advised she will speak with Starke County Economic Development Director, Charlie Weaver about possibly investing some of those funds in a CD investment.

Clark went through each fund listed on the report, with the Board, and it was discussed as to which department head would be responsible for the investing of each of the funds listed.

Auditor Chaffins advised the Board the IU Health Facility—Starke, is behind by one of their quarterly payments in 2011, per their contract with the county. Attorney Lucas advised he will be in touch with the hospital.

Auditor Chaffins advised she will be submitting to the Board, a copy of the County's Annual Report, upon its completion, which is expected to be by the end of this month. The Annual Report needs to be submitted to the State by the end of Feb. each year.

The Board requested Interim Treasurer Clark send a copy of the investment report to the County Council, and also submit to the Board, a copy of the cash and investment balances at the end of each month. Also, Clark advised she will submit, on a monthly basis, the county's investment information. The Board suggested all these reports could be submitted to them via email, instead of a hard copy of each report.

The next meeting of the Board of Finance, was scheduled for Monday, Feb. 6th, immediately following the regular morning meeting of the Board of Commissioners, to further discuss the county's investment policy.

With there being no further business, Commissioner Davis made a motion to adjourn the meeting, seconded by Commissioner Bridegroom. The meeting was adjourned at 12:43PM.

January 3, 2012

Kathy Norem, President

Dan Bridegroom

Jennifer Davis

Katherine Chaffins, County Auditor

Kasey Clark, Interim County Treasurer