

## **TUESDAY, JANUARY 3, 2017**

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in Regular Session at 6:00PM in the Annex meeting room, Knox, Indiana, with Kathy Norem, Don Binkley and Charlie Chesak present and the following proceedings were held to wit:

The meeting was called to order by Vice-President Commissioner Binkley.

### **2017 MEETING OF THE FINANCE BOARD**

Treasurer Kasey Clark was present for the meeting. She presented the Board with a yearly financial report showing investments made during 2016. She advised the County currently has one investment, Save the Hospital Fund, at 1<sup>st</sup> Source Bank which is earning .9% interest. Treasurer Clark advised during 2016 the County had earned interest on their regular checking account at 1<sup>st</sup> Source Bank, a total of \$42,662.02 and a total of \$2,605.67 in various smaller investments for a total interest received of \$45,267.70. The current interest rate paid by 1<sup>st</sup> Source Bank is .41%. In December 2015 the County had earned .14% throughout most of 2015 and by December of 2016 it was increased to the .41%.

### **RE: 2017 APPOINTMENTS**

#### **REORGANIZATION OF THE BOARD**

Commissioner Norem made a motion to nominate Commissioner Binkley as President, Commissioner Norem as Vice-President, Commissioner Chesak as Secretary and Marty Lucas as County Attorney. Commissioner Chesak seconded the motion and it passed with all ayes.

#### **COUNTY DRAINAGE BOARDS**

Commissioner Norem made a motion to reappoint Ed Jernas to the Starke Drainage Board for a three year term; Commissioner Chesak to the Drainage Board replacing Commissioner Danford, for a one year term, and David Metz replace Charlie Chesak for the two year term of last year's appointment. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem noted that the other drainage boards are populated by the Starke Drainage Board.

#### **COMMISSIONER TO CONTACT**

Commissioner Norem made a motion to reappoint Commissioner Binkley as the Commissioner to Contact at the Jail. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem made a motion to appoint Commissioner Chesak as the Commission Contact for the Courthouse and Annex Building. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Norem made a motion to appoint herself as the Contact for the Highway Department. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem made a motion to appoint Commissioner Chesak as the Contact for the EMS Department. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Norem made a motion to appoint herself as the Contact of the old County Landfill. Commissioner Binkley seconded the motion and it passed with all ayes.

#### **BUILDING REVIEW BOARD AND FINANCE BOARD**

Commissioner Norem advised the Commissioners, by virtue of their Office, are members of the Building Code Review Board, and the County Finance Board.

#### **ECONOMIC DEVELOPMENT BOARD**

Commissioner Norem made a motion to appoint Commissioner Norem to be the Commissioner Representative on the Economic Development Board. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem advised the Board meets quarterly at 4PM and advised this membership does not meet the need to present reports to this Board and to the County Council.

#### **KIRPC BOARD**

Commissioner Norem made a motion to reappoint Betty Dotlich and to appoint Commissioner Chesak to the KIRPC Board for one year terms. Commissioner Chesak seconded the motion and it passed with all ayes.

#### **ARROWHEAD BOARD**

Commissioner Norem made a motion to reappoint Commissioner Binkley to the Arrowhead Board. Commissioner Chesak seconded the motion and it passed with all ayes.

#### **WORKFORCE DEVELOPMENT**

Commissioner Norem made a motion to appoint Commissioner Norem to the Workforce Development Board, seconded by Commissioner Chesak. The motion passed with all ayes.

#### **PLANNING COMMISSION**

Commissioner Norem made a motion to appoint Todd Lawrence to replace Betty Dotlich on the Board and reappoint Commissioner Binkley to be the Commissioner Representative on the Planning Commission. Commissioner Binkley seconded the motion and it passed with two ayes and one nay (Cheask).

#### BOARD OF ZONING APPEAL

Commissioner Norem also made a motion to re-appoint Robert Troike to the BZA for a four year term. Commissioner Chesak seconded the motion and it passed with all ayes.

#### HEALTH BOARD

Commissioner Norem made a motion to reappoint Donna Bailey to the Board and appoint Robert Howard to replace Dr. Richard Lochner. Commissioner Chesak seconded the motion and it passed with all ayes.

#### STARKE COUNTY LIBRARY BOARD

Commissioner Norem made a motion to appoint Melba Shilling to the Library Board. Commissioner Chesak seconded the motion and it passed with all ayes.

#### AVIATION BOARD

Commissioner Norem made a motion to reappoint James Long to the Aviation Board. Commissioner Chesak seconded the motion and it passed with all ayes.

#### HOSPITAL COMMUNITY BOARD

Commissioner Norem made a motion to reappoint Ted Hayes (D) and Marty Bedrock (R) to serve on the Hospital Community Board. The motion was seconded by Commissioner Chesak and passed with all ayes.

#### ALCOHOLIC BEVERAGE BOARD

Commissioner Norem made a motion to reappoint Marvin Peters to the Alcoholic Beverage Board. Commissioner Chesak seconded the motion and it passed with all ayes.

#### SOLID WASTE BOARD

Commissioner Norem stated Commissioner Chesak is to be named to the Board by virtue of his office. It was decided to table the appointment of Tim Cummins to the Solid Waste Board until it can be determined to he is still serving on the North Judson Town Board. Commissioner Chesak will look into the situation and see if he could find someone to serve on the Board from that area.

#### CITY PLANNING COMMISSION

Commissioner Norem made a motion to appoint James Jenkins to a four year term and advised the Board Member, John Wilson, is pending on his decision when he returns from vacation. Commissioner Chesak seconded the motion and it passed with all ayes.

#### PTABOA BOARD

Commissioner Norem made a motion to reappoint Ron Simoni and Ed Hasnerl to the PTABOA Board. Commissioner Chesak seconded the motion and it passed with all ayes.

#### LEPC BOARD; EMERGENCY MANAGEMENT BOARD; FEMA BOARD

Commissioner Norem made a motion to appoint Commissioner Binkley to serve and Commissioner Norem as the proxy on all three boards. Commissioner Chesak seconded the motion and it passed with all ayes.

#### STARKE COUNTY CONVENTION & VISITORS' COMMISSION

Commissioner Norem made a motion to appoint Patti Bush to a two year term seconded by Commissioner Chesak. The motion passed with all ayes. Commissioner Norem advised Jerry Gurrado of the Chamber of Commerce is to be sending in a listing of possible appointees to complete the board.

#### KOONTZ LAKE SEWER DISTRICT

Commissioner Norem made a motion to reappoint Daniel Buchaniec to another four year term to the Koontz Lake Sewer District Board. Commissioner Chesak seconded the motion and it passed with all ayes.

#### COMMUNITY CORRECTIONS BOARD

Commissioner Norem stated the County should receive a listing from Robert Hinojosa to update the appointment listings for this board.

#### BUILDING CORPORATION

Commissioner Chesak made a motion to reappoint member Commissioner Norem to another three year term. Commissioner Binkley seconded the motion and it passed with all ayes.

## PARK BOARD

Commissioner Norem made a motion to reappoint Harold Gerstandt to another term on the Park Board for a three year term. Commissioner Chesak seconded the motion and it passed with all ayes.

## REDEVELOPMENT COMMISSION

There was a little confusion in regard to this Board as to who exactly serves on the Board and in the event if they have ever met. It was created to work with the three TIF Districts in the County.

## OTHER AD HOC COMMITTEES

Commissioner Norem made a motion for Commissioner Norem to serve on the County's Safety Committee, and as the President of the Board, Don should serve on the County's Record Committee. Commissioner Chesak seconded the motion and it passed with all ayes.

## RE: EMS MONTHLY REPORT

EMS Director Keith Emigh and Clerk Mary Lynn Richie appeared before the Board to present their departmental monthly report. Clerk Richie stated she had collected a total of \$1,344.33 from Collections Attorney Jonathan O'Hara and \$125.81 from Small Claims Court. She advised they had a total of 44 transfer runs in December which is 36% of the total runs. For the year the transfers ran at 30% of the annual billable runs. She also noted they had collected a total of \$827,309.74 estimated misc. revenue and a total of \$176,209.34 from Medicare reimbursement for a total received in 2016 of \$1,003,519.08. She advised that is the most she has collected in her twenty years of working here. Clerk Richie also advised the Department has received the Datamed update last Friday and now they will be working with the IT Department to get Ability set up.

Director Emigh advised he has spent time with their EMS representative from the State who had inspected their new rig and certified it so it could be placed into service. He noted he has spent quite a bit of time working with J & K Communications and Lutheran Air on the radio problems.

He also noted the Clerk and he have been working on the end of the year, encumbering money to pay their final payroll for the year and submitting vendor claims.

Director Emigh advised they had two part time paramedics who quit to pursue other full time opportunities and one of their full time EMTs went down to part time status to pursue a full time Dispatch position. Brandy Salita was hired to fill the full time EMT position that was empty.

In regard to Education the Director advised they were invited to the South Haven Fire Department for PHTLS training. He noted they also attended a meet and greet with Lutheran Air at the County Airport. He noted they have been working on a 2017 training calendar for the Staff aiming for training opportunities at least once or twice a month.

In regard to Maintenance Director Emigh advised Medic 3, 0085, went to Fire Services to have the safety net installed as directed by the County's insurance company. Medic 1, 3308, had two sensors go out and it was repaired by the Chevy dealer in Plymouth. Medic 1 will be going to Fire Services to get a cot bracket installed later this month. He noted the other rigs had received their routine maintenance.

The Director advised routine maintenance was performed at all three bases. In regard to Safety an employee was injured on a call but she remained at work. She is working and had no time off due to the injury.

Director Emigh noted he is constantly looking at way to save money on their supplies and services.

## RE: COUNTY HIGHWAY DEPARTMENT MONTHLY REPORT

County Highway Superintendent Rik Ritzler presented his monthly departmental report. He advised December was a busy month with twelve ice and snow plowable events. He stated the drivers plowed almost 100 hours each and cleared over 31,000 mile of County roadway. There were no accidents and no major truck malfunctions during the month.

Superintendent Ritzler gave a brief Highway Asset Management Overview advising of issues that will be addressed in regards to roads: Road Assessments (PASER); More Improvements; New Maintenance Methods; Increase the use of "wedge and chips"; Major Collectors/State Funding; Better plowing and overall road maintenance; Increase the use of brine and other anti-icing agents; Improve their Chip Seal process; Improve their cold mix asphalt transitions; More responsive to complaints; and Heavy Truck Ordinance.

In regard to Bridges Superintendent Ritzler advised Bridge Replacement; Bridge Maintenance Plan; Reduce the number of required supplementary inspections; Bridge rehabilitation; and Culvert inventory and replacements.

In regard to Signs he stated: Sign inventory; Sign replacement; Placement reviews; Speed limit evaluation; improved roadway safety; and a possible Sign Ordinance in 2017.

In regard to Safety he advised: More training; more and better safety equipment; Better results from claims; and involving drivers more in the planning and implementation of safety measures.

In regard to training he stated: more skilled workers; LTAP Road Builder Program and INDOT certified construction technicians.

In regard to Cost Savings Efforts he advised: Construction inspection; Fuel purchasing; reduced road improvement costs; reducing workman comp claims and accidents; reducing tort claims; apprentice program; reduced bridge maintenance costs; reduced number of motor vehicle accidents of county roads;

make own asphalt patch and paving material; dust control; funding own facility improvements; and better inventory control.

Current Bridge Replacements: Superintendent Ritzler advised construction will begin in April, 2017 for Bridges 50, 46, and 47. Bridge 7 will be repaired in 2019.

#### **NEW CHAIRMAN FOR SAFETY COMMITTEE**

Maintenance Director James Coad and Surveyor Bill Crase appeared before the Board. Jim advised he is presently the Chairman of the Safety Committee and will be stepping down this year. He stated he was recommending Surveyor Crase to replace him as the Committee's Chairman. The Board accepted the change of Chairman. Director Coad advised Bill will continue the work of the committee and continue with the training classes provided to the employees. Jim told of last year's training classes and how many employees attended each training class. He advised he will still serve on the committee.

#### **RE: AUDITOR'S BUSINESS: MINUTES, VENDOR CLAIM DOCKET**

Commissioner Norem made a motion to approve the payroll claim for the pay period ending on 12/17/16 with a pay date of 12/22/16 in the total gross amount of \$228,000.38. Commissioner Chesak seconded the motion and it passed with all ayes.

Commissioner Norem made a motion to approve the Building Corporation Claims Docket in the gross amount of \$1,069,357.10. Commissioner Binkley seconded the motion and it passed with all ayes.

Auditor Chaffins advised that claims docket contained the lease rental payment of \$536,000.00 due in January.

Commissioner Norem made a motion to approve the Vendor Claims Docket in the total amount of \$370,482.53. Commissioner Chesak seconded the motion and it passed with all ayes.

Commissioner Norem made a motion to approve the minutes of the December 19, 2016 meeting.

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

#### **IN OTHER BUSINESS TO COME BEFORE THE BOARD**

Tim Miller of Royal Star Builders appeared before the Board to discuss the Coroner's building. He advised the main building is complete and the sewer, water, and electricity are hooked up. He is awaiting NIPSCO to hook up the gas to the building. He stated he needed to purchase two items prior to hook up with the City of Knox for the sewer and water. He advised he purchased an anti-syphon valve and an expansion tank which totally cost \$235.00. He stated Ken Kotras inspected the building which passed but he will need to inspect in one last time. Mr. Miller stated he had also purchased outside lighting and purchased the dirt he needed to put in place before the building began. He stated he was approached by Sheriff Dulin and Tony Mildice advising him that the building needed to be raised up to avoid any water leaking into the building so he brought in enough dirt to elevate the building up to the level of the County Road, at least 37 yards of dirt. Commissioner Norem informed him that the Board of Commissioners owns the building not the Sheriff and he should have spoken with the Commissioners about that decision. Mr. Miller then inquired if he could receive a check for a partial payment of the 2<sup>nd</sup> half of the building that is due to him. He stated he is due the \$17,500.00 for half the building and \$1,500.00 in drywall work. Commissioner Norem asked if he would accept \$9,000.00 at this time and he agreed to that amount. Auditor Chaffins inquired if he could wait until the January 17<sup>th</sup> meeting for his payment and he stated he would need the money as soon as possible. Commissioner Norem made a motion to approve the \$9,000.00 emergency payment to be included in the Claims Docket that was previously approved. The check would be released to Mr. Miller after the building is inspected by Commissioner Binkley and Councilman Baker. Commissioner Binkley will advise the County Auditor to release the check to Mr. Miller. Commissioner Chesak seconded the motion and it passed with all ayes.

#### **PUBLIC COMMENT**

There being no public comment and no further business, Commissioner Norem made a motion to adjourn the meeting. Commissioner Chesak seconded the motion and it passed with all ayes. The meeting was adjourned at 7:16PM.

**January 3, 2017**

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Don Binkley, President

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Kathryn Norem, Vice-President

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Charles Chesak

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