

Monday, January 7, 2013

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 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. She acknowledged the newly elected Commissioner, Kent Danford, who is the newest member of the Board. President Norem inquired of any additions or corrections to the posted agenda. She advised of the following changes to the agenda: Table the 2013 goals until the Feb. 4th meeting; add the posting of the Commissioners' Office hours for the month of January; add to address the Ron Lawson grievance; add a discussion in regard to the Safety Committee; also include on the agenda the appointment/reappoint of Department Heads; and Joe Short will be added to the agenda at 10:30AM to discuss the narrow banding status.

RE: ORGANIZATION OF BOARD

Commissioner Davis made a motion to nominate Commissioner Norem as President, Commissioner Davis as Vice President, and Commissioner Danford as Secretary, for the year 2013, seconded by Commissioner Danford. The motion passed with all ayes. Commissioner Davis made a motion to retain Marty Lucas as the Commissioner's Attorney, seconded by Commissioner Danford. The motion passed with all ayes.

RE: 2013 COMMISSIONER APPOINTMENTS

The Commissioners made the following appointments:

Starke Drainage Board: Commissioner Davis made a motion to reappoint Mike Risner, Commissioner Norem, and appoint Commissioner Danford to the Board, seconded by Commissioner Danford. The motion passed with all ayes. The appointments are three year terms.

Commissioner to Contact: Commissioner Danford made a motion for Commissioner Davis to be the contact Commissioner for the jail. The motion was seconded by Commissioner Davis and passed with all ayes.

Commissioner Davis made a motion for Commissioner Danford to be the contact Commissioner for the Courthouse & Annex. The motion was seconded by President Norem, and passed with all ayes.

Commissioner Danford made a motion for President Norem to be the contact Commissioner for the Highway Department, seconded by Commissioner Davis. The motion passed with all ayes. Commissioner Davis made a motion for Commissioner Danford to be the contact Commissioner for the Bass Lake Beach & Campgrounds. The motion was seconded by President Norem and passed with all ayes.

Commissioner Davis made a motion for Commissioner Norem to be the contact Commissioner for the EMS Department. The motion was seconded by Commissioner Danford, and passed with all ayes.

Commissioner Davis made a motion for Commissioner Danford to be the contact Commissioner for the Landfill. The motion was seconded by President Norem and passed with all ayes.

Building Code Review Board: Commissioner Davis made a motion to appoint all three Commissioners to be the BCRB; seconded by Commissioner Danford. The motion passed with all ayes. President Norem noted the expiration time on this Board is consistent with their term as Commissioner.

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

KIRPC Board: Commissioner Davis made a motion to appoint Commissioner Danford to serve on the KIRPC Board, seconded by Commissioner Norem. The motion passed with all ayes. The length of the term is one year.

Arrowhead Board: Commissioner Norem made a motion to appoint Commissioner Davis to the Arrowhead Board, seconded by Commissioner Danford. The motion passed with all ayes. The length of the term is one year.

Workforce Development Board: Commissioner Davis made a motion to appoint Commissioner Danford to the Board, seconded by Commissioner Norem. The motion passed with all ayes. The length of the term is one year.

Planning Commission: Commissioner Norem made a motion to appoint Betty Dotlich to this Board, seconded by Commissioner Danford. The motion passed with all ayes. President Norem advised the length of the term is four years. Commissioner Davis made a motion to appoint Roger Chaffins as the township trustee representative to the Board. President Norem advised he was the only trustee that applied for the position. The motion was seconded by Commissioner Danford and passed with all ayes. The length of term is consistent with his term as Trustee, expiring at the end of 2014. Commissioner Davis made a motion to appoint Commissioner Norem to the Planning Commission, seconded by Commissioner Danford. The motion passed with all ayes.

Board of Zoning Appeal (BZA): Commissioner Davis made a motion to reappoint Robert Troike to the Board, seconded by Commissioner Danford. The motion passed with all ayes. The length of the term is four years. Commissioner Danford made a motion to appoint Nathan Marcum to fill the position left vacant by Sherri Bartoli. The motion was seconded by Commissioner Davis, and passed with all ayes. The length of the term is for one year.

Health Board: Commissioner Danford made a motion to reappoint Dr. Richard Lochner and Donna Bailey to the Board, seconded by Commissioner Davis. The motion passed with all ayes. The length of the term is four years.

Starke County Library Board: Commissioner Danford made a motion to reappoint David Bullock 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 Danford made a motion to reappoint James Long to this Board, seconded by Commissioner Davis. The motion passed with all ayes. The length of the term is four years.

Hospital Board: Commissioner Danford made a motion to reappoint Marty Bedrock and Ted Hayes to the Board. Commissioner Davis seconded the motion, and it passed with all ayes. The length of the term is four years.

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

Solid Waste Board: Commissioner Danford 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.

City Planning Commission: Commissioner Davis made a motion to appoint Mary Jane Bendt to the Board, seconded by Commissioner Danford. The motion passed with all ayes. President Norem advised in order to be appointed to this Board it requires the applicant reside within the two mile jurisdiction of the City of Knox. She instructed Commissioner Danford to find the Republican Board member, and Commissioner Davis advised she will look into filling the vacancy on the City BZA Board.

PTABOA Board: Commissioner Danford made a motion to reappoint Ron Simoni and Ed Hasnerl to the Board; Ron Simoni as the qualified assessor/appraiser and Ed Hasnerl as the lay person appointee. Commissioner Davis seconded the motion, and it passed with all ayes.

LEPC Board:

Emergency Management Board:

FEMA Board: Commissioner Norem made a motion to appoint Commissioner Davis to serve on all three boards (FEMA, LEPC, and EMB) with Commissioner Norem as the proxy. Commissioner Danford seconded the motion, and it passed with all ayes.

Starke County Visitor's Association Board: Commissioner Davis made a motion to appoint Mark Allen to replace John Hensler on the CVC Board, seconded by Commissioner Danford. A discussion followed in regard to the qualifications required of the Board members. Commissioner Davis withdrew her original motion and then made a motion to table the appointments to this Board until further information can be ascertained from the Board President, Rick Chambers. The motion was seconded by Commissioner Danford, and passed with all ayes. President Norem advised to add this to the Feb. agenda.

Koontz Lake Sewer District Board: Commissioner Davis made a motion to appoint Paul Warnke and Gerald Weber to the Board. Commissioner Danford seconded the motion and it passed with all ayes. The length of a term on this board is four years. (Note: Following the Meeting the Auditor was advised by Paul Warnke the term of Gerald Weber is for three years only. Thus it will expire 12/31/15.)

President Norem advised the appointments to the Building Corporation will be made at the Feb. meeting.

She noted the County is also posting the members of the County's various ad hoc committees. She also noted the same open door laws in regard to the posting of the notices of these committee meetings will apply.

The **Jail Committee** is composed of Co-chairpersons Kathy Norem and Dave Pearman, Oscar Cowen, Bill Dulin, Randy Brown, Kim Hall, Marty Lucas, Ted Hayes, Ron Henningsmith, and Carol Johnson. The Committee is to report monthly to the joint boards—the Commissioners and the Council.

The **Hospital Committee** is composed of Chairperson Jennifer Davis, Dave Pearman, Tony Radkiewicz, Marvin McLaughlin, Sandy Hansen, Dr. Fritz, and Ben Bennett. (The Hospital Committee will also be reporting monthly to the joint boards—Commissioners and Council.)

The **Safety Committee** is composed of Chairperson Kathy Norem, James Coad, Dennis Estok, Paul Mathewson, Carl Goodrich, Frank Lynch, Oscar Cowen, Randy Brown, and the Highway Department Superintendent. President Norem advised the Safety Committee was formed, as was required by the County's workers' compensation carrier, due to the number of claims submitted by the County, and the dollar amount of the claims.

The **Wage and Salary Review Committee** is composed of Commissioner Davis, Marvin McLaughlin, Mitch Semans, and Dave Pearman. President Norem advised the Committee was established to review and restructure the County's pay structure in 2013.

The **Records Committee** is composed of Commissioner Davis, Evelyn Skronski, Rhonda Milner, and Joe Short.

Spring Sale/Public Auction: President Norem advised the County is planning on holding an auction this spring. Commissioner Davis made a motion for Commissioner Danford to be in charge of the auction, seconded by Commissioner Norem. The motion passed with all ayes. Commissioner Danford requested Auditor Chaffins contact all the department heads to be composing lists of items their department has to sell.

Note: The complete appointment listings have been posted on the County's website.

RE: PAY CLAIM & MINUTES

Commissioner Davis made a motion to approve the minutes of the Dec. 27th meeting. President Norem seconded the motion, and it passed with all ayes. President Norem advised they had a certification from the State that requires their signatures. Commissioner Danford made a motion to certify the number of covered bridges in Starke County is zero. Commissioner Davis seconded the motion, and it passed with all ayes. The certification was signed by all three members of the Board. Auditor Chaffins presented a brief report in regard to the revenue from the County Dog Tax that was implemented in the Fall of 2011. She noted since its inception, a total of 476 tags have been sold, at \$ 5.00 each. A total of \$ 1,155.00 has been paid to the Starke County Humane Society since October, 2011. Also, the existing dog tags have an expiration date of March 1, 2013. The Board inquired if a memo could be included in the 2013 tax billings reminding dog owners to get their 2013-2014 dog tags. Other suggestions included sending postcards to the present dog tags owners, and/or placing an ad on the front page of The Market newspaper. The Board stated the term of the new dog tags should be for one year, expiring 3/1/2014.

RE: BUILDING CORPORATION UPDATE

County Attorney Marty Lucas advised he had just received word from Lisa Lee of Ice Miller in regard to the creation of the Building Corporation, the entity that owns the jail building and leases it back to the County. He stated Lisa Lee advised only one elected official can be named to the Board of Directors of the Corporation. He added, the other two board members could be jail committee members as long as they are not elected officials, or employees of the County. Commissioner Danford made a motion to table this issue until the February 4th meeting, seconded by Commissioner Davis. The motion passed with all ayes.

RE: YEAR OF HEALTH IN STARKE COUNTY PROCLAMATION

Nancy Dembowski appeared before the Board with a proposed proclamation. She explained since Starke County placed 91st out of 92 counties in health rankings, a group titled Moving Starke County Forward has formed and has determined that working together they can address

issues of health that affect the community. She advised the program is funded through a grant from the Indiana State Board of Health. She noted this is not a plan to ask the County for funding, but she is asking for their support of the program. Commissioner Davis made a motion to approve the proclamation as presented. Commissioner Danford seconded the motion, and it passed with all ayes.

RE: STARKE COUNTY COMMUNITY CORRECTIONS 2013/2015 GRANT

Starke County Community Corrections Director, Robert Hinojosa, and Office Manager, Kim Kennedy, appeared before the Board. Director Hinojosa advised the grant application for the funding of years 2013-2014, and 2014-2015 needed to be submitted to the State, and it required the Board's approval. He noted the annual grant amount is \$ 183,718.00, and the term of the grant is two years. Attorney Lucas had reviewed the application and advised everything was in order for the Board's approval. Commissioner Davis made a motion to approve the grant application, seconded by Commissioner Danford. The motion passed with all ayes.

RE: ASSESSOR MAINTENANCE & TRENDING BIDS

County Assessor, Rhonda Milner, appeared before the Board in regard to the bids for Maintenance & Trending that had been opened and taken under advisement at their December 27th meeting. She stated Attorney Lucas had assisted her in reviewing the bids received. She noted of the four bids received two of the four did not follow the specifications requested. She also advised one of the remaining two companies had put more of the workload onto the Assessor's Office, but included extra charges to the County. Assessor Milner advised only Accurate Assessment Inc. totally met all the specifications. They will continue to employ John Brovaris as the Project Manager. The total price of their maintenance and trending bid was \$69,660.00, and that is who she would recommend. Commissioner Davis made a motion to award the bid to Accurate Assessment Inc. The motion was seconded by Commissioner Danford, and passed with all ayes. Attorney Lucas advised the Board to strike item B on page 3, of the contract, and initial it.

RE: COURTHOUSE ELEVATOR CONTRACT UPDATE

Starke County Courthouse Custodian, Carl Goodrich, appeared before the Board to give a follow up report from the December 27th meeting. He stated Attorney Lucas has yet to contact Kone to see if Starke County can be released from their existing contract. He also advised he has ordered a packet from the State in regard to the Senior Worker program.

RE: IT DIRECTOR NARROW BANDING UPDATE

IT Director, Joe Short, appeared before the Board to update them on the status of the narrow banding compliance. He advised everything has been programmed that can be programmed. He noted there are still radios that can't be made narrow banding compliant and they are the radio for 911 to communicate with the Highway Department; two mobile EMS radios; three mobile County Police radios; and thirteen County Police hand held radios, believed to being utilized by the Sheriff's Posse. Director Short stressed the FCC will fine the County \$16,000.00 per day if any employee utilizes any outdated radio. The Board advised him to confiscate all outdated radios, and take them all out of service. Director Short advised he had received a price quote from J & K Communications, and one from Miner Electronics in regard to replacing the outdated radios, but he is still awaiting the quote from Bartronics before ordering the replacements. He also noted the next narrow banding compliance will be within the next ten years, and will narrow the banding to a 6.25 frequency, and be a digital system. He advised he has the money in his budget to cover the cost of replacing the 911 radio. Commissioner Danford made a motion to table this issue until the number of radios is determined and to look into the funding for the purchase of the radios. The motion was seconded by Commissioner Davis, and passed with all ayes.

IN OTHER BUSINESS TO COME BEFORE THE BOARD:

There was a discussion in regard to not having an Animal Control Officer. President Norem advised she would like to see the position be structured as an independent contractor, who would pay for their own insurance. The Board tabled the discussion until more funding was available.

President Norem advised she had received a request from the City of Knox to see if the new Building Inspector, Tom Raderstorf, could ride with Bruce Williams, the County Building Inspector, to observe and have Mr. Williams train Mr. Raderstorf. Commissioner Davis made a motion to approve the request contingent on Bruce Williams' willingness to participate. Commissioner Danford seconded the motion, and it passed with all ayes.

President Norem requested the Board complete the calendar for the listing of hours they will be available to be in the Commissioner's Office in the Courthouse. Commissioner Danford advised, since he has a full time job, he will not be able to put in any hours in the Office. Commissioner Davis asked him to take one day a month, and he agreed. Commissioner Danford also advised he does not frequently read his email, but he stated to continue to send him information and meeting documents via email.

President Norem advised, in regard to the complaint filed by former employee, Ron Lawson, it should be handled as a formal grievance and they will need to schedule an Executive Session to address the issue. She advised she will call Mr. Lawson and set up a night meeting. She advised the Sheriff should also be present to present his position.

In regard to the appointment of the Department Heads, Commissioner Danford made a motion to reappoint Gordon Richie, as the Veterans' Officer. Commissioner Davis seconded the motion, and it passed with all ayes.

Commissioner Davis made a motion to reappoint Steve Siddall as the Highway Department Superintendent. The motion died for lack of a second. President Norem stated she believed, after four years, it was time to look for a new Highway Superintendent. She advised the position will be advertised, and in the mean time an Interim Superintendent will be named. Commissioner Danford made a motion to replace Steve Siddall as the Highway Superintendent, seconded by Commissioner Norem. The motion passed with two ayes, and one nay. (Davis).

President Norem advised, in order to allow the Newly Elected Treasurer, Kasey Clark, time to settle into the Office, the meeting of the Finance Board will be tabled until the February 4th meeting.

Starke County Recorder, Lisa Minix, appeared before the Board to ascertain the Board's decision in regard to extending the vision and dental coverage for dependents up to the age of 26, as is the policy with the health insurance coverage. President Norem advised the issue was tabled at the last meeting. No decision has been reached yet, as they are still waiting on information from the insurance company.

Commissioner Danford was given keys to the Annex Building, the Courthouse, and the Commissioners' Office.

There being no further business, Commissioner Danford made a motion to adjourn the meeting, seconded by Commissioner Davis. The motion passed and the meeting was adjourned at 11:05AM.

January 7, 2013

Kathy Norem, President

Kent Danford

Jennifer Davis

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