

MONDAY, JANUARY 8, 2018

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 President Commissioner Binkley.

2018 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 2017. She advised the County currently has one investment, Save the Hospital Fund, at 1st Source Bank, in the amount of \$5,253,096.03, which is earning 1.52% interest. Treasurer Clark advised during 2017 the County had earned interest on their regular checking account at 1st Source Bank, a total of \$93,546.26 ending the year with an interest rate of 1.30%. In 2016 the County had earned a total of \$45,267.70 in interest.

PUBLIC DISCUSSION OF DOLLAR GENERAL STORE LOCATED ON CR200S, JUST EAST OF US35

Commissioner Binkley stated he had scheduled this public discussion at this meeting to see how the public felt on this project especially in regard to safety. He advised no one from the public had personally contacted him prior to the meeting; Commissioner Chesak stated the same response; and Commissioner Norem stated only one person had personally contacted her. The meeting was then opened to the public for discussion by Commissioner Binkley. Larry Simoni and Jim Wheeler gave their personal opinions on the project citing their concern with the traffic at US35 and CR200S; Dave Metz stated his concern that the county road, CR200S, is not properly paved for semi-truck traffic; Steve Berndt stated he did not understand why the building would be accessible off CR200S when the majority of Dollar Generals have been built right on a highway. Mr. Berndt also discussed the dangerous intersection at CR200S & US35. The Dollar Store Attorney stated it would be located on CR200S because this is a corner lot. He also noted this is not a relocation of the Downtown Dollar General as that store will not be moving. They are not related to that store. The Attorney also stated they had changed the driveway from the two driveways set up to one driveway which will be located 170 feet from the stop sign on CR200S. He included a copy of the site plan and a report from Mark Wilson of JPR.

Highway Department Superintendent Rik Ritzler stated he felt the Dollar General's second plan was much better. He advised he had contacted INDOT for a study on locating a traffic light at that intersection. He was advised by INDOT that location did not qualify for a traffic light at this time but they could do another test after the business is open. He advised in regard to a traffic count at that location, on US35 there were 8,566 vehicles going into town, and 8,226 vehicles going south out of town. He also noted he will put a hot mix pavement on the 200S roadway for the semi-truck traffic.

Commissioner Norem asked how the property was zoned in the County and was advised it is zoned commercial. She then advised the public to write their State Representative to get a stop light installed at that location. She also stated the Board of Commissioners should send in a letter also. Commissioner Norem made a motion to state the Dollar General may move forward with their project. Commissioner Chesak seconded the motion and it passed with all ayes.

COURTHOUSE ELEVATOR PROJECT, KIRPC CONTRACT

Shawn Kain of KIRPC and John Kirk of DLZ appeared before the Board. Ms. Kain advised the County has been awarded a federal grant in the amount of \$500,000.00 and KIRPC is proposing working as the Consultant conducting the administrative and management services of this grant project. She stated the amount of compensation that they are asking for is \$35,500.00. She stated the Courthouse elevator project should take approximately one year. Ms. Kain stated KIRPC was the only one to respond to the request for the position; now they are asking to execute a contract. Commissioner Norem made a motion to approve the KIRPC contract. Commissioner Chesak seconded the motion and it passed with all ayes. County Attorney Marty Lucas advised KIRPC will be helping the County with all compliance and grant reporting.

John Kirk of DLZ advised he is proposing a contract for DLZ's participation in the elevator project and will be submitting a contract for their proposal at the next meeting. Commissioner Norem stated he should send in the contract prior to the meeting for Attorney Lucas' review.

EMS MONTHLY REPORT

EMS Director Travis Clary and EMS Clerk MaryLynn Richie appeared before the Board to present their monthly departmental report. Clerk Richie advised she had received a total of \$229.70 from Small Claims Court and a total of \$1,300.22 from Collections Attorney Jonathan O'Hara. She also advised runs for the month were consistent with transfers showing a slight increase. She also noted they are showing an increase in the total amount collected in 2017, an increase over 2016 in the amount of \$32,156.84. She also noted they are awaiting a Medicaid reimbursement of \$33,146.00 because they had completed their validation process with Medicare. Director Clary advised they recently had a Full Time EMT resign this past week who had served the department for 19 years. Director Clary stated he is picking up the open shifts on the ambulances so that it minimizes the cost

of overtime. They are still searching for Part Time Paramedics. He stated they are working on a cost analysis for the County Council in order to hire more Full Time Paramedics to better meet their staffing needs.

In regard to Education, Director Clary advised they had completed the monthly audit and review with Starke Hospital. They have scheduled several trainings for their Basic EMTs and Paramedics. They are beginning quarterly skills testing requirement to make sure their skills remain sharp. They will be training on OB/Peds/Neonates later this month. They will also be offering Advanced Cardiac Life Support training to their Paramedics.

In regard to Ambulance Maintenance, Director Clary advised routine services were performed on most of their fleet last month. He advised rig 0086, the 2008 Ford Ambulance went back to Dobson Ford for warranty work. He stated the County Highway Garage had checked the rig and stated it had a blown head gasket but they had the rig examined at Dobson's and was told it had a blown hose leaking antifreeze. Rig 3308 is currently out of service due to the DEF system malfunctioning. It was sent to the Chevy Garage in Plymouth for repairs. Rig 86 is back in service and they hope to have Rig 3308 back in service later on this week.

In regard to Base Maintenance, Director Clary advised the ceiling mounted furnace should be installed in Medic 5 base later this week. Base routine maintenance was conducted at all bases. Director Clary thanked the Highway Department for continuing to plow their EMS bases and he stated he believes they are doing an excellent job on the county roads too.

In regard to Safety, Director Clary stated they had no injuries last month. Some of the staff recently attended a lifting training which he hopes will continue to reduce injuries.

In regard to Meetings, Director Clary will continue to meet with the Emergency Department/Pharmacy of Starke Hospital.

In regard to Medical Direction, Director Clary advised the hospital's Emergency Physician Group changed recently. The Medical Director who had been in position since 2011 will no longer be a part of Starke Hospital. Director Clary stated Doctor Joseph Marovich, who is out of Valparaiso will now be their Medical Director. He took over on 1/1/18 and we will soon be revising their protocols with him. Commissioner Norem advised only the Board of Commissioners can approve a contract and EMS did not have the ability to approve Dr. Marovich as the current Medical Director. Clerk Richie advised they had Marty review the contract before it was accepted. She will bring in the contract later on in the meeting. Commissioner Norem advised she has been meeting with Ashley from Starke Hospital and she has proposed the hospital taking over the EMS Service. She stated she wants to hear what their talk in on this topic and hear what they have to say. Director Clary disagrees with that idea.

HIGHWAY DEPARTMENT MONTHLY REPORT

Superintendent Rik Ritzler appeared before the Board to present his monthly departmental report. He advised the statistics of the November/December Snow Events and showed how it compared to the last five years. The report showed that this year the County has seen a total of 14 plow events, received a total of 9.7 inches but received a total of 1,874 plow hours. He advised salt usage is up from last year but is still within their budget.

In regard to Asset Management for 2018 he is planning on selling 11 vehicles, repurposing 5 vehicles, and purchasing 6. He provided a chart showing which vehicles would be affected. He advised they are wanting to purchase two used vehicles, a tandem dump truck and a single axle dump truck. He stated the negotiated price is \$30,000.00 for the single axle and \$37,500.00 for the tandem. He advised the trucks have both the snow plows and sanders. He stated they had planned on purchasing two new trucks this year for approximately \$375,000.00 but now he is planning on purchasing one new truck and the two used ones, a savings of over \$100,000.00. They will be able to catch up on their equipment replacement in other categories and will be able to sell some of their older inventory. Superintendent Ritzler advised he had received three price quotes for the purchase of a pickup truck. The prices were: best Ford for a Ford F250, Supercab, \$28,976.00; Cambe Chevrolet for a Silverado HD2500 Double Cab, \$29,784.00; and Country Dodge for a 2500 Tradesman, Crew Cab, \$29,924.00. He advised Best Ford had the lowest price quote.

In regard to Roadway Asset Management, Supt. Ritzler advised they will be hot mixing approximately 10 miles; cold mixing 20 miles; chip/seal 50 miles; and in plant recycling 10 miles. He advised the CR300E Hot Mix Project will begin when Reith-Riley is scheduled to begin construction on May 14th, 2018. In regard to the US30 Upgrade Project he advised they had a traffic study; a US30 Coalition was formed; and a County Committee meeting was scheduled to take place in March.

Superintendent Ritzler advised Purdue University had completed three studies in the County and the first one was a daycare at the intersection of CR275W at Elcona Drive in Born's Subdivision. He recommends the installation of speed limit signs in the residential area; at CR210 at Boa Drive a crosswalk is recommended on the east side of this intersection. The pedestrian warning signs should be replaced with MUTCD 30" with solar-powered flashers on top. Crosswalk pavement markings are also recommended. He stated he would like to see a sidewalk installed from Boa Shores to the Park and be paid for by the Property Owners. The last location was at CR700S at CR300E for an all-way stop but that was not approved due to the low volume of traffic. Additional signage was recommended for that intersection.

Superintendent Ritzler gave a listing of the Current Bridge Projects for 2018 which is the last of the deficient bridges in the County. He also advised along with their PASER ratings they will be completing a culvert assessment in March and April. On Toto Road they are working on a Drainage Project near CR300E, with the Surveyor.

In regard to Personnel Asset Management, they have hired two new drivers on January 1st, so all sixteen areas now have a driver assigned to that area. The sign technician and one of their foremen can now concentrate on their duties for those positions.

The Railroad Crossing Grant allowing TCS to complete the Railroad Crossing Markers should begin work on that project, April 1st.

In regard to Facility Asset Management, the brine maker for winter anti-icing and winter dust control will require building and plumbing modifications; there will be a need for a second shed for signs.

COUNTY CLERK REQUEST FOR RECYCLING & REQUEST TO MOVE KOONTZ LAKE ELECTION SITE

Clerk Vicki Cooley appeared before the Board to discuss how much of a need the Clerk's Office has for recycling. She stated they have been scanning in their documents for storage and can now shred the original document. She stated they have so far shredded 750 thirteen gallon garbage bags and that should not go to a landfill. She would like to see the shredding be recycled. The Board contacted James Coad, Maintenance Director, in regard to recycling and he stated when he had first checked into that subject he stated the price for recycling was high. He stated he has requested more pricing but has not yet heard back from the company. Commissioner Norem suggested they table this topic for at least a couple of weeks until they received more information.

Clerk Cooley then advised the Election Board and she had checked a site in Koontz Lake for a voting center, the Koontz Lake Regional Sewer District Building, and now they are wanting to relocate the voting site from the Koontz Lake Fire Department Building. She advised they checked the ADA requirements and there appears to be a problem with the parking lot which would need to be partially paved. She advised the Koontz Lake Association would pay for the material if the labor and equipment price could be lowered. She advised she had received three price quotes from Highway Superintendent Rik Ritzler; one for the ADA spaces; one for a parking spot and walkway; one for the entire parking lot. There were two members present from Koontz Lake and they came up to appear before the Board. They reviewed the prices and were advised the labor and equipment would be donated by the County. They elected to have the completed parking lot paved at a cost of \$2,690.00. Commissioner Norem made a motion to have the entire lot paved and Koontz Lake Association would only pay for the materials and the labor and equipment would be donated. Commissioner Chesak seconded the motion and it passed with all ayes. Attorney Lucas will provide the contract agreement.

RE: 2018 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 appoint Ron Henigsmith to the Starke Drainage Board to a three year term. The motion died due to a lack of a second. Commissioner Chesak made a motion to reappoint Ken Porter to a three year term on the Drainage Board. Commissioner Binkley seconded the motion and it passed with two ayes. Commissioner Norem voted no.

Commissioner Norem then made a motion to appoint Charles Chesak to serve on the Drainage Board.

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

COMMISSIONER TO CONTACT

The Commissioner agreed to keep everyone the same as 2017, Commissioner Binkley-Jail; Commissioner Chesak-Courthouse, Annex, & EMS; Commissioner Norem-Highway Department & County Landfill.

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 Binkley to be the Commissioner Representative on the Economic Development Board. Commissioner Chesak seconded the motion and it passed with all ayes.

KIRPC BOARD

Commissioner Norem made a motion to reappoint Commissioner Chesak to the KIRPC Board for a one year term. Commissioner Binkley 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 Chesak made a motion to appoint Commissioner Norem to the Workforce Development Board, seconded by Commissioner Binkley. The motion passed with all ayes.

PLANNING COMMISSION

Commissioner Norem made a motion to appoint Denise Coultice to replace Denise Thomas on the Board and reappoint Commissioner Binkley to be the Commissioner Representative on the Planning Commission. Commissioner Chesak seconded the motion and it passed with all ayes.

BOARD OF ZONING APPEAL

Commissioner Norem advised they had no response from Board Member Don White in regard to his reappointment. She stated she would give him a call.

HEALTH BOARD

Commissioner Norem advised Robert Howard has resigned his position on the Board. She also advised this board requires a political balance and specific qualifications. She made a motion to appoint Dr. Richard Lochner to the Board to replace Robert Howard. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem made a motion to reappoint Brenda Stanojevic to the Board. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem made a motion to reappoint Deborah Hansen to the Board. She advised she is a registered nurse. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem advised that the last position was for a physician and in order to keep the Board politically balanced stated it would need to be a Democrat. She asked if the physician's position could be filled with a registered nurse. County Attorney Marty Lucas agreed with the change; since a Democratic physician was not available the position could be filled with a registered nurse. Commissioner Norem stated she had a letter from Angela Stacy Flagg but did not have a political standing on her. Ken Wallace, the Democratic Party Chairman, was present at the meeting and endorsed Ms. Flagg as a Democrat. Commissioner Norem made a motion to approve Angela Stacy Flagg to the Health Board. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem noted all positions on this board are four year terms.

STARKE COUNTY LIBRARY BOARD

Commissioner Norem made a motion to reappoint Judy Troke to the Library Board. Commissioner Chesak seconded the motion and it passed with all ayes.

AVIATION BOARD

No action was taken because the Board did not think they had received any paperwork from the current board member, Leigh Smith.

HOSPITAL COMMUNITY BOARD

Commissioner Norem made a motion to reappoint Sandy Hansen (R) and appoint Bruce Bennett (R) to serve on the Hospital Community Board. The motion was seconded by Commissioner Chesak and passed with all ayes. She advised Bruce Bennett was a Commissioner when the hospital lease was written.

ALCOHOLIC BEVERAGE BOARD

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

SOLID WASTE BOARD

Commissioner Chesak will look into the situation and see if he could find someone to serve on the Board from the North Judson area.

CITY PLANNING COMMISSION

Commissioner Norem advised they had received notice that day that James Jenkins was resigning his position on that Board. She advised they will need to find a replacement that is a resident in the 2 mile jurisdiction and is a Republican.

PTABOA BOARD

Commissioner Norem advised they had not received any word from any of the board members. She advised she will call Carolla and noted the Assessor, Michelle Snowden, could call Ron Simoni.

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 advised they would not be making any changes to this Board as they have not yet decided how best to handle this Board.

REDEVELOPMENT COMMISSION

Commissioner Norem advised a replacement needs to be named for Board Member, Marvin McLaughlin.

OTHER AD HOC COMMITTEES

Commissioner Norem made a motion for Commissioner Chesak 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.

EMS Clerk MaryLynn Richie brought in the EMS contract for the Hospital Medical Advisor for 2018. After they reviewed the document, Commissioner Norem made a motion to approve the contract. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Binkley signed the document.

ANNEX BUILDING WATER LEAK

Maintenance Director Jim Coad advised of a water leak that happened that morning at the Auditor’s Office in the County Annex Building. He advised the water was coming out of the fire suppression system which is supposed to be a dry system. He stated apparently water had accumulated in the piping and then froze. Since today was a warmer day everything was thawing and the amount of water caused a pipe to break, thus expelling the water. He noted when the compressor kicked it the extra air caused the water to pour out. He advised Simplex has been notified, and the insurance company. He stated he will know more at a later date and will keep them informed.
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1At 7:54PM Commissioner Norem had to leave the meeting.

RE: AUDITOR’S BUSINESS: MINUTES, VENDOR CLAIM DOCKET

Commissioner Chesak made a motion to approve the minutes of the December 18th meeting. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Chesak made a motion to approve the Vendor Claims Docket in the total gross amount of \$992,019.05. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Chesak made a motion to approve the Payroll Claims Docket for the pay period ending on 12/16/17 with a pay date of 12/22/17, in the total gross amount of \$234,348.82. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Chesak made a motion to approve the Payroll Claims Docket for the pay period ending on 12/30/17 with a pay date of January 5, 2018 in the total gross amount of \$252,236.09. Commissioner Binkley seconded the motion and it passed with all ayes.

IN OTHER BUSINESS TO COME BEFORE THE BOARD

Commissioner Chesak made a motion to table the pay raise for the IT Director at this time. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Binkley stated he would like to hold two Executive Sessions next week. The meetings were scheduled for 5:00PM and 5:30PM on Tuesday, January 16th. There was a brief discussion in regard to the Council meeting beginning at 5:30PM that day and it was decided to hold the Executive Sessions at the Courthouse Meeting Room. He advised the Auditor could have a Deputy Auditor handle the Council meeting until the Executive Sessions are completed.

Commissioner Binkley stated he has a question in regard to the Christmas Holiday pay that the Sheriff’s Department received. He advised four dispatchers and four officers worked on Christmas Eve but not on the other two days that the rest of the County had off. He stated they did not receive Holiday Pay for working on Christmas Eve and believes that should be looked into. He advised we need to do better with this issue. Attorney Lucas stated he will look into changing both the County Handbook and the creation of the Sheriff’s Department Handbook to address this situation.

PUBLIC COMMENT

Mark Gourley advised he had attended the Round Lake Cemetery Meeting that morning and it was determined the Knox American Legion will now handle the Round Lake Cemetery with Memorial Day flags. It will no longer be an issue for the North Judson American Legion.

Commissioner Binkley advised the Sheriff had taken his vehicles to a garage when the Highway Garage was busy.

Harrison Fields thanked the Board for their decision to move the Koontz Lake voting site.

There being no further public comment and no further business, Commissioner Chesak made a motion to adjourn the meeting. Commissioner Binkley seconded the motion and it passed with all ayes. The meeting was adjourned at 8:15PM.

January 8, 2018

Don Binkley, President

Kathryn Norem, Vice-President

Charles Chesak

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

EXECUTIVE SESSION
Tuesday, January 16, 2018

The Starke County Board of Commissioners met in an Executive Session at 5:00PM on Tuesday, January 16, 2018, in the Starke County Courthouse Meeting Room, Knox, IN with Commissioners Don Binkley, Kathy Norem and Charles Chesak, County Attorney Martin Lucas, and Auditor Katherine Chaffins present, and the following proceedings were held to wit: The meeting was held to discuss a personnel matter pursuant to IC5-14-1.5-6.1part(b)(6)(B). I can attest the only issue discussed at this meeting was in regard to the employee.

The meeting adjourned at 5:40PM.

Katherine Chaffins, Auditor of Starke County

EXECUTIVE SESSION
Tuesday, January 16, 2018

The Starke County Board of Commissioners met in an Executive Session at 5:40PM on Tuesday, January 16, 2018, in the Starke County Courthouse Meeting Room, Knox, IN with Commissioners Don Binkley, Kathy Norem, and Charles Chesak, County Attorney Martin Lucas and Auditor Katherine Chaffins present, and the following proceedings were held to wit: The meeting was held to discuss a personnel matter pursuant to IC5-14-1.5-6.1part(b)(6)(B). I can attest the only issue discussed at this meeting was in regard to the employee.

The meeting adjourned at 6:15PM.

Katherine Chaffins, Auditor of Starke County