

**MEETING OF THE STARKE COUNTY BUILDING CORPORATION &
THE STARKE COUNTY BOARD OF COMMISSIONERS**

MONDAY, JANUARY 19, 2015

The meeting was called to order by Commissioner President Kent Danford at 6:15PM. He advised the meeting is a joint meeting of the Starke County Building Corporation and the Board of Commissioners in regard to the recommendation of the Project Manager on the January 8th bids received for the Jail Courtroom Build Out. Also in attendance for the meeting were Building Corporation Directors, Ron Henigsmith and Ben Osinski. Present from Skillman Corporation were Dion Katsouros and Derek Anderson. Mr. Katsouros advised the initial bids which were received in March, 2014 were all the Jail Construction bids, and also bids on the Jail Courtroom Build Out. He noted the bids for the Courtroom came in at a total of \$675,000.00 and were tabled at the time to be rebid as the time approached for the Courtroom Build Out. He advised they had expected to receive a total of ten to twelve bids but actually received sixteen which allowed for a great level of competition. He noted because they rebid the project it has lowered the costs on that project, stating the lowest bids received were for a total project cost of \$334,657. Director Osinski inquired as to why they needed to accept the alternatives also, at this time. Mr. Katsouros advised the Boards could just accept only the base bid but the alternatives are a good value and it keeps the project on track. He did note though that Alternative # 3 was not being considered now and is being re-evaluated. Mr. Katsouros stated he recommends the Boards award contracts and issue Notice to Proceed to the following: Gibson Lewis for General Trades (Bid amount of \$209,000.00); Mechanical Concepts for the Mechanical (Base bid of \$45,985.00) and EMCOR Hyre Electric for the Electrical (Bid amount of \$79,672.00), for a total project cost of \$ 334,657.00. (At this time in the meeting Commissioner Danford left the room in order to take an emergency telephone call.) Director Osinski made a motion to recommend to the Board of Commissioners to award contracts to Gibson Lewis, Mechanical Concepts and EMCOR Hyre. Director Henigsmith seconded the motion and it passed with all ayes. Commissioner Vice President Norem called for a vote from the Board of Commissioners. Commissioner Binkley made a motion to accept the recommendation from the Building Corporation and award contracts and issue notices to proceed to Gibson Lewis, Mechanical Concepts, and EMCOR Hyre Electric. Commissioner Norem accepted the motion and it passed with all ayes. Director Henigsmith made a motion to adjourn the Building Corporation meeting, seconded by Director Osinski. The Building Corporation portion of the joint meeting was adjourned at 6:25PM. (At this time Commissioner Danford returned to the meeting.)

January 19, 2015

Kathryn Norem, President

Ron Henigsmith

Ben Osinski

Katherine Chaffins, Auditor &
Secretary to the Building Corporation

WRAP UP OF CR300E/SR8 INTERSECTION PROJECT/GRANT

SCEDF Director Charlie Weaver and Bob Aloï of Territorial Engineering appeared before the Board. Director Weaver advised the construction of the CR300E/SR8 Intersection project has been completed. He noted the project was completed ahead of schedule and under budget. He advised now the project's documents need to be submitted to the EDA and added the EDA will be pleased with the results of the project, the time frame, and finishing under budget. He noted this will help the County in future projects funding. Mr. Aloï presented Change Order # 2, which he described was a Balancing Change Order, a reduction to the initial budget, that would need to be approved before the final project pay out. Commissioner Binkley made a motion to accept Change Order # 2. The motion was seconded by Commissioner Norem and passed with all ayes. President Danford signed the document. Mr. Aloï then presented Contractor Pay Claim # 7. Commissioner Norem made a motion to approve Pay Claim # 7, seconded by Commissioner Binkley. The motion passed with all ayes, and President Danford signed the document. Mr. Aloï then presented the EDA Final Acceptance Letter and Report. Commissioner Binkley made a motion to approve the EDA Letter and Report, seconded by Commissioner Norem. The motion passed with all ayes, and President Danford signed both documents. Mr. Aloï then presented a Certificate of Final Completion noting the total final cost of the project will be \$ 836,700.00 which includes a total of \$502,896.19 to the contractor. Director Weaver asked the Board if they would roll over the savings from this grant into the Division Road Intersection Project. Auditor Chaffins clarified he was referring to the portion of the CEDIT Fund which had been appropriation for the County's Grant Match. Terry Turner inquired as to the construction signs that have been left behind on CR300E. Director Weaver stated the initials on the back of the signs will show which company the signs belong to. Mr. Aloï then presented the Grant Final Checklist for the Board's approval. Commissioner Norem made a motion to approve the Checklist, seconded by Commissioner Binkley. The motion passed with all ayes and President Danford signed the checklist.

On an unrelated issue, in regard to the old County Landfill, Commissioner Norem inquired if Mr. Aloï could look into the elevation issue on the latest installed probe at the Landfill. She advised Weaver & Boos stated IDEM would like to see an elevation of the probe to the nearest .10 of a foot and she was wondering if the Board could engage Territorial Engineering to ascertain the elevation. He advised the Company could provide that information. Commissioner Norem made a motion to have Territorial Engineering measure the probe elevation, seconded by Commissioner Binkley. The motion passed with all ayes and Commissioner Norem stated she would forward to him the correspondence from Weaver and Boos. But she noted there is a deadline with IDEM as to when it needs to be completed. Mr. Aloï advised they would handle it.

Commissioner Norem advised President Danford the Juvenile Detention Contract needs to be added to the posted agenda.

2015 REMAINING APPOINTMENTS

President Danford advised he had spoken with Tim Cummins of the North Judson Town Board who stated he would serve another term on the Solid Waste Board. Commissioner Norem advised she has researched the County's Convention and Visitors' Commission (CVC). She advised per the County's Ordinance in the creation of the Board, the board is a nine member board with eight of the members being appointed by the County Commissioners and one by the City of Knox, which she noted was Mayor Chambers. She noted the appointees should include a majority who are engaged in tourism business or are promoting tourism of the County. She advised two of the members should be in the business of furnishing and or renting rooms. She noted the Board is required to be politically balanced. Commissioner Norem stated the present members on the CVC Board are: Mayor Chambers, Fred Boyer (representing the Hoosier Valley Railroad Museum), Jim Shilling (Starke County Historical Society), Bernadette Manuel (Yellowstone Trail Festival) and Ed Hasnerl. She noted the Mayor is Democratic and the others are Republican, so they will need three Democrats and one Republican. She also noted the appointed terms are all two year appointments and need to be staggered terms. She stated the current members were appointed in 2012 and their terms already expired. She advised the Board should renew their terms to expire on December 31, 2015 and then appoint the new members for two year terms, expiring on 12/31/16. She also noted she had spoken with Ed Hasnerl who indicated he might not be interested in continuing to serve on the Board as their meetings are held quarterly at 7:30AM. President Danford asked the help of the media present to inform the Public of this need for Board members.

In regard to the opening on the Starke County Community Corrections Board, the ex-offender position, Director Hinojosa will recruit a person for the Board. In regard to the North Central Action Agency, President Danford stated he will speak with Community Services of Starke County Director, Joan Haugh. Commissioner Norem advised she had spoken with former Commissioner Jennifer Davis who advised if no one was available to serve on the Arrowhead Board she would be willing to represent Starke County. Commissioner Binkley stated if it is alright with Jennifer he was alright with that appointment. Commissioner Norem made motion to approve her appointment to the Arrowhead Board seconded by Commissioner Binkley. The motion passed with all ayes.

AUDITOR BUSINESS: MINUTES, VENDOR CLAIMS

In regard to the Vendor Claims there was a brief discussion regarding the claim submitted by Attorney Martin Bedrock in the amount of \$814.57. County Attorney Marty Lucas advised he researched the Claim and advised it was the attorney fees on a parcel purchased at a 2012 County Tax Sale. He stated the attorney expense was not reported on the Form 137B following the tax sale as is the proper procedure and there is a deadline for the filing of that form. There were also a couple of claims in which the location of the payment was changed. Commissioner Norem noted the Invoice from the Bob Barker Company for jail supplies should be encumbered out of their unexpended portion of their 2014 jail budget and not the CEDIT Special Legislation Fund, and the Allstar Communications Invoice for the telephones and their set up at the new jail should be paid out of the CEDIT Special Legislation Fund and not the regular CEDIT Fund. Commissioner Norem then made a motion to approve the vendor claims in the total amount of \$610,180.51 including the Attorney Bedrock claim. The motion was seconded by Commissioner Binkley and passed with all ayes. Commissioner Norem made a motion to approve the minutes of the January 8th meeting seconded by Commissioner Binkley. The motion passed with all ayes.

IN OTHER BUSINESS

COVERED BRIDGE CERTIFICATION

Commissioner Norem made a motion to authorize President Danford to sign the Covered Bridge Certification for Starke County. Commissioner Binkley seconded the motion and it passed with all ayes. President Danford signed the document.

LETTER OF CONCURRENCE

Attorney Lucas advised in regard to the Letter of Concurrence that had been previously authorized for the Bass Lake Fire Chief, Les Jensen an amendment of the letter was required. He advised he drafted a new version of the letter which clarifies the Letter of Concurrence explicitly states there are to be no assignments of these rights to a third party by the Fire Department. Commissioner Norem made a motion to approve the new version of the letter, seconded by Commissioner Binkley. The motion passed with all ayes and was signed by President Danford. Attorney Lucas asked the Auditor to forward the letter to Mr. Jensen and advise it was a replacement of the first letter.

JUVENILE DETENTION CONTRACT

Commissioner Binkley made a motion to approve the contract between the County and Muskegon River Youth Center (MRYC) for the period of time January 1, 2015 through December 31, 2015 at the rate of \$109.00 per diem multiplied by the number of "bed days". Commissioner Norem verified that Attorney Lucas had reviewed the contract and it met his approval. Commissioner Norem seconded the motion and it passed with all ayes. The contract was signed by the Board. Commissioner Norem advised this was Judge Hall's preferred vendor.

EMS DIRECTOR EVALUATION

Commissioner Norem advised when the Board appointed Keith Emigh as the EMS Director he was advised following a ninety day period and a favorable performance review the Director would receive a pay increase of \$1,000.00. Commissioner Norem suggested Director Emigh present a written report of his accomplishments thus far as the EMS Director and to list his goals for 2015. She stated Commissioner Danford should meet with the Director, review the information, and then present his recommendation at the next Board meeting. President Danford advised he could do that.

INDOT 2015 BRIDGE INSPECTION CONTRACT

Auditor Chaffins advised the County Highway Superintendent Rik Ritzler brought this document, which had already earlier been approved and signed by the Board of Commissioners in 2014, because now the Indiana Department of Transportation (INDOT) is requesting since the agreement is for the year 2015, he should have the present board sign the agreement. Commissioner Norem made a motion to approve the resigning of this agreement for 2015. Commissioner Binkley seconded the motion and it passed with all ayes. The 2015 INDOT Bridge Inspection contract was signed by the Board.

CORONER'S VEHICLE

Commissioner Binkley inquired as to the status of the Coroner's vehicle. Commissioner Danford advised he had informed the Highway Department to go ahead and begin updating the old Sheriff's Inmate Transport Van to be used for the Coroner. He also advised the Coroner had requested the windows be tinted but he needs to talk to Coroner Gray to find out the degree of tinting. Commissioner Binkley stated he was still in favor of utilizing the Sheriff's Department's Durango currently be used by the K-9 Officer and make that into a vehicle for the Coroner, and then purchase a new vehicle for the Sheriff's Department. Commissioner Norem stated she believed the K-9 Officer's vehicle was at the end of its life span as a police vehicle. She also stated she didn't feel the van was suitable to transport bodies as it wouldn't be respectful or dignified. President Danford inquired as to how many new vehicles the Sheriff was planning on purchasing in 2015. Councilman Dave Pearman, who was present at the meeting, advised he had earlier spoken with the Sheriff and he was planning on purchasing two new vehicles in 2015. There was a brief discussion in regard to where the funding would come from for the purchase of two vehicles, Cumulative Capital Development Fund won't receive its first funding until the end of May, there was an unexpended balance in the CAGIT Certified Shares Fund that could be appropriated, or either one of the two Rainy Day Funds. Commissioner Binkley advised the Sheriff had requested if the Durango is to be used he would like it painted all one color so it is not confused with a police vehicle. He stated the painting can be done for \$300.00. Commissioner Norem also noted the EMS vehicle is also two toned and it needs to be rectified. Commissioner Binkley stated he would speak with Coroner Gray the next day to measure the Durango to see if it will work for the Coroner's needs. Commissioner Norem advised President Danford the Highway Department should be notified to suspend working on the van for now and also to speak with the Sheriff about his plan for vehicles in 2015. Commissioner Binkley also inquired about the out buildings at the Highway Department. Commissioner Norem advised one of the buildings is a sign shop and the other is the Solid Waste Building. Commissioner Binkley inquired if the Coroner could use one of the buildings for his morgue. Commissioner Norem advised when he speaks with the Coroner he should ask about that also but she also noted the Coroner will require a cooler, utilities, and running water.

USED OFFICE FURNITURE

President Danford advised he had received an email in regard to a local company having office furniture they are willing to donate to not-for-profit organizations. Commissioner Norem advised she had originally informed Sheriff Dulin to plan on moving the present office furniture from the jail to the new jail until she received this information. She advised the Company had donated furniture to SCEDF Director Charlie Weaver's Office. Director Weaver advised the owner stated that Camp Atterbury is liquidating their office furniture and the company has the option of giving away the furniture, donating it to Goodwill, or hauling it to a landfill. Director Weaver stated the Company not only delivers the furniture but also assists in planning the lay-out of the furniture in the office. He advised there is no charge for the furniture but there is a fee of \$500.00 per truck for hauling the furniture, and there are two trucks. Commissioner Norem advised she will call for a meeting with the owner of the Company along with Judge Hall, Joe Short, and Sheriff Dulin to discuss the need for furniture at the new jail, and then ask for a written proposal from the owner. She noted she would hope to have it to present at the next Commissioner meeting.

EMA Director, Ted Bombagetti talked about the proposed State House Bill, HB1309 and its potential impact on the County Township's Fire Departments.

Ron Henigsmith of the Building Corporation inquired as to the status of the part time maintenance person for the new jail. The Board advised they had given the Sheriff the go ahead to fill the position. It was noted the contractors will be starting up equipment and would be a good time to be training individuals as to their operation. It was suggested to have the IT Department also learn the jail operating systems.

Bruce Johnson of Koontz Lake appeared before the Board to introduce his company which produces signs out of a substance that resembles boulders. The company's information was given to the Board.

Councilman Pearman asked Commissioner Binkley, who serves on the Sheriff's Merit Board, the status of the County Police Officers participation in the DROP Retirement Program. Commissioner Binkley stated the issue was discussed by the Merit Board but was tabled for now.

With there being no further business and no further comments, Commissioner Norem made a motion to adjourn the meeting, seconded by Commissioner Binkley. The motion passed with all ayes and the meeting was adjourned at 7:42PM.

January 19, 2015

Kent Danford, President

Kathryn Norem

Don Binkley

Katherine Chaffins, Auditor &
Secretary to the Board of Commissioners