

**Monday, January 21, 2013**

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 7:00PM in the Annex meeting room, Knox, Indiana, with Kent Danford and Jennifer Davis present and the following proceedings were held to wit:

The meeting was called to order by Vice-President, Jennifer Davis.

**RE: STARKE COUNTY FOREST UPDATE**

Bruce Wakeland, the Manager of the Starke County Forest appeared before the Board to discuss a couple of issues in regard to the maintenance of the Forest. He advised he had to address a ongoing problem with beavers. He had the beavers eradicated at the cost of \$ 720.00. He noted he had paid the invoice out of his own pocket. He also stated he opened the Forest up to deer hunting, at the beginning of deer season, and he was paid a total of \$200.00. He noted he kept the \$200.00 as partial compensation against the \$ 720.00 paid invoice. He inquired as to the proper claims procedure. Auditor Chaffins advised the proper way is to bring any receipts to the Auditor's Office, and deposit the receipts with the county, at which time he will be given a quietus. Secondly, any invoices are to be submitted to the County for payment, through the claims process. He was advised to bring in the \$ 200.00, and also the \$ 720.00 invoice so that he could be properly reimbursed. He also noted a total of \$ 1,325.00 was received last fall from the participation in the federal conservation program. He advised a total of 14 acres is in the 15 year program. He noted he had deposited that with the Auditor's Office, and it is in the Starke County Forest Fund.

The second issue he addressed was that a timber company is interested in purchasing a total of 387 White Pine trees, for a total sale price of \$ 5,535.00. He advised he had the contract for the sale of the trees, and inquired as to who would be the authorizing agency to enter into the contract with the timber company. County Attorney Marty Lucas advised the Board of County Commissioners has the proper authority to enter into the agreement. Following Attorney Lucas' review of the contract, Commissioner Danford made a motion to approve the contract, seconded by Commissioner Davis. The motion passed with two ayes. Mr. Wakeland advised he will forward the contract on to the timber company, when it is signed by them, he will bring the contract along with the check to the Auditor's Office.

**RE: BRIDGE 43 ENGINEERING CONTRACT**

Mark Wilson, of JPR, Jones, Petrie & Rafinski, appeared before the Board with copies of the Engineering Contract for the Bridge 43 project. Attorney Lucas advised he had reviewed the contract, and would like to see the statement on page 9 on the contract, instead of litigation being addressed in the Elkhart County Court, state the Starke Circuit Court. He noted the total cost of the contract was \$ 39,390.00. Commissioner Danford made a motion to approve the contract, seconded by Commissioner Davis. The motion passed with two ayes, and the contract was signed.

**RE: 2012 CEDIT APPROPRIATIONS**

Ron Gifford, of the Starke County Economic Development Board, appeared before the Board to present the listing of the 2013 appropriations of the CEDIT fund. A portion of the appropriations is the carryover of the balance of the fund at year end, 12/31/2012, and the other portion of the appropriations is for the balance of the funds to be received in 2013. He stated Mr. Weaver had met with the Auditor to work out the correct balance of the appropriations to balance with the total in the fund at year end. Commissioner Danford made a motion to approve the appropriation request, seconded by Commissioner Davis. The motion passed with two ayes. The appropriation request will now be presented to the County Council at their February 18<sup>th</sup> meeting by Charlie Weaver, of the SCEDF. Mr. Gifford also advised paperwork is being processed in regard to the acquisition of land, in the CR300E, SR8 project. The paperwork will be presented to the Board at their Feb. 4<sup>th</sup> meeting.

**RE: NARROW BANDING UPDATE**

IT Director, Joe Short, and EMA Director, Ted Bombagetti, appeared before the Board to give an update on the status of the narrow banding compliance. Director Short advised the EMS Department now has a total of four radios that need to be replaced. The Sheriff's Posse has seven radios that are can't be made narrow banding compliant, but he was advised they will be taking care of their own radios. The County did not supply their radios. Director Bombagetti advised he has contacted the Fire Departments in regard to utilizing any outdated radios. If anyone would utilize an outdated radio, the County would be responsible for the \$ 16,000.00 per day fine. Attorney Lucas stated he would like have documentation from the County's fire departments the outdated radios have been taken out of service. Director Bombagetti also advised he will be able to supply radios to the Security Officers working at the Courthouse. He stated the funding is available from grant proceeds. Director Short advised he has been contacted by the Oregon Township Trustee, Mark Allen, in regard to possibly purchasing a paging system, similar to a repeater, to be used by the Koontz Lake Fire Department. He noted the radio signals have been hampered due to the damage to the County's communications tower. He advised that piece of equipment would be approximately five to six thousand dollars, and Trustee Allen advised he would talk to his Advisory Board in regard to the purchase. He stated Mr. Allen may want to be on the agenda for the Feb. 4<sup>th</sup> meeting.

**RE: PAYROLL AND VENDOR CLAIMS, MINUTES**

Commissioner Davis advised she had some issues to address from the minutes of the Jan. 7<sup>th</sup> meeting. She advised she was asked by President Norem, to find an appointment to the City of Knox' BZA Board. She made a motion to appoint John Wilson to the BZA Board. Commissioner Danford seconded the motion, and it passed with all ayes.

She inquired if Commissioner Danford has found an applicant for the City's Planning Commission Board, as was asked by President Norem, and he noted he has not yet found an applicant. Commissioner Davis noted, in regard to the CVC Board appointments, Mayor Chambers was preparing a report to present to the Board, at their Feb. 4<sup>th</sup> meeting. She next advised the Hospital Committee will be presenting a report to the Council and Commissioners at their meetings on Feb. 18<sup>th</sup>, and asked Auditor Chaffins to place that item on that meeting's agenda. Commissioner Davis also noted Nancy Dembowski's name was misspelled in those minutes. Commissioner Danford made a motion to approve the minutes of the Jan. 7<sup>th</sup> meeting, seconded by Commissioner Davis. The motion passed with all ayes.

Commissioner Danford made a motion to approve the payroll claim for the pay period ending January 5, 2013, in the total amount of \$ 190,405.97. Commissioner Davis seconded the motion, and it passed with two ayes.

In regard to the vendor claims, Attorney Lucas, in addressing the notes that Deputy Auditor CarLa Thomas had prepared along with the claims, he has the documentation from Attorney Boveri at his office, and will forward them on to Deputy Thomas. Attorney Lucas stated, in regard to the possibility of getting out of the service maintenance contract with Kone Elevator, so far he has not received any response from Kone. He advised the County may want to remove the Kone invoice from the vendor claim approval to act as a type of leverage for Kone to respond to his request. Commissioner Danford made a motion to approve the vendor claims in total, except the claim to Kone Elevator, in the amount of \$ 533.70. Commissioner Davis seconded the motion, and it passed with two ayes. The net amount of the vendor claims totaled \$ 586,786.78. Commissioner Danford made a motion to approve the two claims that had been paid, with the Commissioners' authority prior to the meeting, to allow the Assessor and her two Deputies to attend their recent conference. Commissioner Davis seconded the motion, and it passed with two ayes.

Auditor Chaffins gave a brief report on the departments' compliance with the Monthly Financial Reporting Ordinance. She advised every required department had submitted their Monthly Report, except for the Treasurer submitting the 47TR report. She noted Treasurer Clark was experiencing some difficulty in getting the records in order, after taking office, and has not been able to complete the report yet.

#### **IN OTHER BUSINESS:**

Commissioner Davis advised she had received paperwork from CIGNA stating there will be a Wellness Screening for the County's employees, to be held on March 11, from 7:00AM to 11:00Am, at the Knox Community Center. There is a requirement to have at least forty five employees participate, at a cost of \$ 44.00 per participant. The cost will be covered by CIGNA. Commissioner Danford made a motion to approve the Wellness Screening, seconded by Commissioner Davis. The motion passed with two ayes.

Commissioner Davis advised they had received the inspection report of the Courthouse elevator from Carl Goodrich, the Courthouse Custodian. She noted there were three items listed that required attention. She advised Custodian Goodrich should prepare an official response, as to how those items will be addressed, before the signed inspection is sent to the State. Commissioner Danford advised he will speak with Custodian Goodrich.

#### **PUBLIC BUSINESS:**

Starke County Council President, Dave Pearman, who was present at the meeting, advised the codification of the Planning Commission's ordinances needs to be addressed. He stated it needs to be decided if they will send in the current ordinances with the minor corrections, or follow Attorney Steve Dodge's recommendation of completely reworking the existing ordinances. He noted, if the minor changes are sent in now the codification process could move forward, and the Planning Commission ordinances could be updated over time.

Alcohol Beverage Board member, Kenny Wallace, who was present at the meeting, inquired if the Annex Building Meeting Room was available in case the May7th meeting of the Alcohol Beverage Board would need to be moved from the Courthouse, since that was an election day. (RE: Knox School remonstrance issue). Auditor Chaffins advised she will record that meeting in the book, for the meeting room.

There being no further business, Commissioner Danford made a motion to adjourn the meeting, seconded by Vice-President Davis. The motion passed and the meeting was adjourned at 8:15PM.

**January 21, 2013**

        
\_ABSENT

Kathy Norem, President

        
Jennifer Davis, Vice-President

        
Kent Danford

        
Katherine Chaffins, Auditor &  
Secretary to the Board of Commissioners