

**Monday, February 3, 2014**

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 9:00AM in the Annex Building Meeting Room, Knox, Indiana with Jennifer Davis, Kent Danford, and Kathy Norem present and the following proceedings were held to wit:

President Jennifer Davis called the meeting to order at 9:13AM, following the meeting of the Starke County Building Corporation.

### **EMS MONTHLY REPORT**

Director Paul Mathewson and Clerk MaryLynn Ritchie appeared before the Board. Clerk Ritchie presented to the Board the January, 2014 report of total EMS runs: a total of 173 billed runs, of which seventy one were ALS runs and sixty seven were BLS runs. She also noted a total of \$864.73 was received from Collections Attorney, Jonathan O'Hara. Director Mathewson advised January was a busy month, and they have resolved the issue with overtime hours by utilizing part time employees. He also advised he is looking into the numbers in regard to potentially implementing a 4th rig to handle transfers. Commissioner Norem noted apparently the County does not have a cot available to sell to Roger Braman and asked Director Mathewson to contact Mr. Braman.

### **COUNTY HIGHWAY DEPARTMENT MONTHLY REPORT**

Superintendent Rik Ritzler appeared before the Board and advised the month of January was primarily spent plowing snow. He noted the Highway Department worked thirty of thirty one days, plowed snow on twenty five days, hauled materials on two days, and cleaned roads (widened, salted, sanded, and pushed back corners) for three days. He stated they plowed over 55,000 miles and traveled another 9,700 miles in support roles (supervision and repair), and used 14,952 gallons of diesel fuel and 2,627 gallons of gasoline. He also noted thus far the Department has used 800 tons of salt, 4500 tons of sand, and 1000 tons of sand/ice, and has worked a total of 237 hours of overtime. But, he noted some of the overtime hours are supervisory positions and they are still within their budget in regard to overtime pay. Superintendent Ritzler advised a total of six RFP bids were received for the four County bridge replacements projects. He advised the best bid received was from Jones, Petrie and Rafinski who just completed the engineering of the Bridge 43 replacement, and in every project they have completed for the County have done an excellent job. He stated he is recommending them for the engineering of the next projects and asked Attorney Lucas to review the bridge design proposal received from JPR. He noted the construction of Bridge 43 in complete, and was finished ahead of schedule. Commissioner Norem made a motion to approve JPR as the bridge replacement engineering firm of Bridges 31, 86, 79 and 70. Commissioner Danford seconded the motion and it passed with all ayes.

President Davis thanked him and his Department for all their hard work.

### **IT DEPARTMENT CSI MAINTENANCE AGREEMENT**

IT Director, Joe Short, appeared before the Board with the revised version of the proposed CSI Maintenance Agreement. The revision of the agreement was suggested by Attorney Lucas at the January 20th meeting. Commissioner Danford made a motion to approve the agreement, seconded by Commissioner Norem. The motion passed with all ayes.

### **VENDOR CLAIMS, PAYROLL CLAIM, MINUTES**

Commissioner Danford made a motion to approve the minutes of the January 20th meeting, seconded by Commissioner Norem. The motion passed with all ayes. Commissioner Danford made a motion to approve the payroll claim for the pay period ending 1/18/14, with a pay date of January 24th, in the total gross amount of \$190,121.19. President Davis seconded the motion, and it passed with two ayes. Commissioner Norem advised she was abstaining from both this motion and the approval of the vendor claims as she did not have a chance to review the claims prior to the meeting since she just returned from an out of state trip. Commissioner Danford made a motion to approve the vendor claims in the total gross amount of \$199,031.16. President Davis seconded the motion and it passed with two ayes. Commissioner Norem made a motion to

approve the minutes of the January 8th Board of Finance meeting, seconded by Commissioner Danford. The motion passed with all ayes.

## **IN OTHER BUSINESS**

Attorney Lucas asked that the issue of the appointment of which Board names an appointment to the Building Corporation be tabled to the next meeting to allow him time to research the issue.

Commissioner Norem advised in regard to the Board's appointment to the Airport Board she was able to speak with Harry Singleton and she advised he is willing to serve another term on the Airport Board. Commissioner Norem made the motion to reappoint Harry Singleton to the Airport Board, seconded by Commissioner Danford. The motion passed with all ayes.

President Davis advised in regard to the sale of the Sheriff's equipment, the County was not able to meet the requirements to sell the equipment at Osinski Auction's February auction. She advised since the last meeting she had been contacted by Calvin Fisher requesting to bid on selling the County's equipment at his auction that will be held the first Saturday in April. Commissioner Danford noted even though the Fisher Auction House is located outside of Walkerton, the Mr. Fisher and his family all pay Starke County taxes. Commissioner Norem stated it had been decided that the equipment would be sold by Osinski Auctions at their April auction. President Davis stated Mr. Fisher should be allowed to submit a proposal on the auction commission rates, with keeping in mind the County will be listing a reserve price on their equipment. Auditor Chaffins was asked to contact Mr. Fisher.

Bob Hinojosa, Director of Starke County Community Corrections, and Jordan McIntire, Case Manager of SCCC, appeared before the Board and advised of a program they will be presenting to the public. The program entitled New Hope—Families and Addiction is free of charge, and open to anyone who has a loved one that struggles with addictions. He advised the program will be held for four weeks on Tuesday nights, on February 4th, 11th, 18th and 25th, at the Nancy Dembowski Community Center in Knox. He noted the Family Education and Support Program is a joint effort of IU Health-Starke, Mayor Rick Chambers and the City of Knox, Moving Starke County Forward, Porter-Starke Services, Drug and Tobacco Free Starke County, and the Starke County Community Corrections Advisory Board.

President Davis advised they had been contacted by Weaver Boos there was an abnormal reading of one of the probes at the landfill site. She advised they had been contacted to follow through with the mediation process.

Attorney Lucas advised, in regard to the issue with the County's outstanding invoice to Kone Elevator, he has filed for a Declaratory Judgment in Small Claims Court on the invoice's status. He is waiting to hear a response from Kone Elevator.

President Davis advised Attorney Lucas, Auditor Chaffins and herself met with 1st Choice Insurance Agent Carrie Block, Bliss McKnight Agent Mark Ennis and Attorney Paula Rhymer in regard to Bliss McKnight's concerns with the County's employee handbooks. She advised that Bliss McKnight, in order to minimize the County's risk of litigation, has offered to update the County's handbooks' portions pertaining to risk management, at their expense. She noted they had suggested the County incorporate the two existing handbooks—the handbook for Highway Department Employees and the General County Employees' handbook into one County Employee Handbook and also include the non-Merited personnel of the Sheriff's Department. She noted if there are other issues other than risk management that need to be addressed by Attorney Rhymer there is a fee of \$125.00 an hour plus her travel expenses. President Davis inquired if the Board would like to proceed with their offer. Commissioner Norem stated the County had just updated their handbook since she has been in office. Attorney Lucas advised he would like to see how they will incorporate all the County departments into one handbook. Commissioner Norem advised she would be willing to look into what they would provide for the County free of charge and also ask to see another County's Handbook that Bliss McKnight completed. President Davis advised she will call either Ms. Block or Mr. Ennis and advise them. She reminded the Board of an Employer Practices training being given by Bliss McKnight that will be held on Wednesday February 5th from 1PM to 3PM, for the County's Supervisory

Employees. Auditor Chaffins advised she has emailed out the training information to all County Department Heads.

President Davis advised she had met with representatives from Brown & Brown Insurance along with Auditor Chaffins. She noted Brown & Brown stated they could save the County at least \$100,000.00 in their health insurance expense and stated the difference would be due to the utilization of a clinic instead of seeing a primary care physician. She stated they presently provide the health insurance to both Knox Schools and Oregon-Davis Schools. She noted the North Judson-San Pierre Schools has a similiar health insurance coverage but is represented by a different insurance company. President Davis advised Brown & Brown is requesting to see the County's statistical information in regard to claims without releasing any personal information. Commissioner Norem noted she was familiar with the program at NJ-SP Schools and knows the hours to the clinics are limited. Commissioner Norem made a motion to release the data information to them for a free assessment but to make no commitment with them. Commissioner Danford seconded the motion but noted he still has a lot of questions about this program. The motion passed with all ayes.

Attorney Lucas advised he was contacted by the City of Knox who stated they are interested in purchasing some of the lots in Parkview Heights that are posted for sale at the February Certificate Sale. They would like to purchase the six lots prior to the sale and have offered to pay \$35.00 per lot which is the minimum sale purchase price. If the Board is interested in this offer he would draft a Resolution for approval at their next meeting. He noted the City would receive certificates and they would need to follow the same process per IC code following such a Commissioner Certificate Sale. He believed it was the City's attempt at an urban renewal process. Commissioner Norem made a motion to authorize Attorney Lucas to draft a Resolution to allow the City of Knox to purchase the six parcels. Commissioner Danford seconded the motion and it passed with all ayes.

## **PUBLIC COMMENTS**

President Davis advised there was a meeting scheduled for Tuesday Febraury 5th in regard to the State's Bi-Centennial. She noted the County is still searching for a County Coordinator, and noted Ted Hayes will be present at that meeting.

EMA Director Ted Bombagetti appeared before the Board requesting the Board's signatures on a Declaration of Local State of Emergency in regard to the snow storm of January 27th. Commissioner Norem made a motion to approve the Declaration, seconded by Commissioner Danford. The motion passed with all ayes and the document was signed by the Board. Director Bombagetti noted a Weather Spotting Class had been cancelled due to the bad weather.

President Davis stated the meeting was adjourned, at 10:25AM.

**February 3, 2014**

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Kathy Norem, President

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Kent Danford

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Jennifer Davis

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