

Monday, February 4, 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 advised the following changes to the meeting's agenda: Table the CVC appointments until the Feb. 18th meeting; schedule Weaver & Boos for the Feb. 18th meeting, at 7:00PM; add the discussion of the City BZA appointment from the last meeting; also add the Coker Group survey, the 2013 Inmate Healthcare Agreement, the February Office Hours, and the interviews for the Highway Superintendent position.

(Commissioner Danford arrived at 9:05AM.)

RE: EMS MONTHLY REPORT

EMS Department Clerk, MaryLynn Ritchie, and EMS Director, Paul Mathewson appeared before the Board. Clerk Ritchie advised, since this was their first report since the beginning of 2013, she wanted to report the major statistics from the year 2012. She noted the total revenue for the year 2012 was \$703,475.39 which was a 20% increase over 2011, and the total number of runs was consistent with the number in 2011. She advised the higher revenue with same number of runs was due to the implementation of the Paramedic program, which was in affect for the last nine months of 2012. Clerk Ritchie advised the receipt of a total of \$585.00 as a result of Small Claims Court collections, and a total amount of \$968.20 received from Collections Attorney, Jonathan O'Hara.

Director Mathewson advised he has been working with the hospital to create a presentation, to be given to the Council, on the runs/transfers, in preparation for the request to add an additional transport, with a paramedic. He noted he is still working on updating the job descriptions for the various job classifications in their department. He also advised they have two more employees attending paramedic classes, which will be ending in the summer of 2014.

RE: PAY CLAIM & MINUTES

Commissioner Danford made a motion to approve the minutes from the January 21st meeting, seconded by Commissioner Davis. The motion passed with all ayes. Commissioner Davis made a motion to approve the payroll for the pay period ending January 19, 2013, in the total gross amount of \$183,750.99. Commissioner Danford seconded the motion, and it passed with all ayes. In regard to the vendor claims, President Norem noted that Deputy Auditor Thomas noted there are some issues with claims not covered by the County's current travel policy. Auditor Chaffins advised the current policy does not address meal reimbursement if the employee would attend a daylong meeting. Commissioner Davis made a motion to follow the state's guidelines in regard to the meal reimbursement, seconded by Commissioner Danford. The motion passed with all ayes. Commissioner Danford then made a motion to approve the total vendor claim, as presented, in the amount of \$128,003.65. The motion was seconded by Commissioner Davis, and passed with all ayes. County Attorney, Marty Lucas, advised he will revise the travel policy to address that issue.

RE: COUNTY HIGHWAY DEPT. MONTHLY REPORT

Interim Highway Superintendent, Scott Dedloff, and Foreman, Bill Crase, appeared before the Board to give a report of the highway department. Superintendent Dedloff advised the surveying of Bridge 43 has been completed, and the test for borings was completed last week. He also advised they had received notification from Marcy, of INDOT, the County will be receiving the grant funding that they had in 2011 for Bridge 51, but were not able to be used in that project. He noted the federal funds had been put in escrow and are now available to be used on the Bridge 154 project. He stated that the grant is a matching 80-20 grant in the total amount of 1.1 million. President Norem advised Bridge 154 is located on CR100E, between CR400N and CR500N, and spans the Robbins Ditch. Attorney Lucas stated the contract presented is a stock State contract. Dedloff advised they will be notified by Marcy when the bidding process can proceed. Commissioner Davis made a motion to approve the INDOT contract for Bridge 154, seconded by Commissioner Danford. The motion passed with all ayes.

Superintendent Dedloff also advised they had moved a mechanic out of the garage and placed him in a driver's position. They have posted the open mechanic position, and also advised they still have one more driver's position to fill. Foreman Crase advised they have been reviewing the equipment listing and noted they are in need of two mowers. He advised they have the funding to pay for one mower but not for two. He advised they had received three price quotes to purchase the mowing tractor and they are as follows:

1. From Gilsinger, Knox a John Deere tractor in the amount of \$43,335. He noted the pricing is for a tractor only. The availability of the tractor is April, 2013. He advised the mower is only available locally at North Central Power in Winamac, noting the price of a five foot mower would be \$7,875.00.
2. From Case, Winamac, a Case tractor but with less hydraulics capacity as the John Deere tractor, in the amount of \$41,500.00. The availability of the tractor is June/July, 2013.
3. Rochester New Holland, a tractor with the same specifications as the John Deere tractor, in the amount of \$44,500.00.

Foreman Crase noted this same tractor, since it has a three point hitch, could also be utilized year round, if not for mowing, it could be used in the cutting of brush. President Norem inquired if the purchase of the tractor would affect the future purchase of trucks, and he advised no. He stated he would like to see the County purchase the tractor locally, and would like to see them purchase the tractor with the better hydraulics.

Commissioner Danford made a motion to approve the purchase of the John Deere tractor from Gilsingers of Knox, in the amount of \$43,335.000, seconded by Commissioner Davis. The motion passed with all ayes.

Commissioner Davis made a motion to approve the purchase of the mower deck in the amount of \$7,875.

Commissioner Danford seconded the motion, and it passed with all ayes. President Norem advised him to go ahead and order the tractor. Commissioner Davis advised him to add the tractor to the list of equipment for the insurance. President Norem advised them to get quotes on the other for later. They also advised they were compiling their list of equipment for the auction. Commissioner Davis noted the other department heads were told to have their list submitted by the end of March. Commissioner Danford advised he is looking at possibly June for the date of the County auction.

RE: CR300E RECONSTRUCTION PROJECT

Starke County Economic Foundation Director, Charlie Weaver, with Jeff Byrd and Mike Guzik, of Lawson-Fisher Associates appeared before the Board to present an update on the CR300E Reconstruction Project. Director Weaver advised the project involves CR300E from just south of Culver Road, to just north of the Lead Railroad tracks. The project involves the purchase of 5 – 10 feet of road frontage from twenty six different land owners. He noted, thus far, they have purchased seventeen of the twenty six, with seven more pending. They have two land owners who do not want to participate, Jay Clabaugh and Paula Hansen. He advised the only recourse they have is to implement the Eminent Domain process. The process, which is covered by Indiana Code, requires the County Board of Commissioners' approval to proceed with the action. He advised the land owners would be notified by a thirty day notice letter, followed by a ten day notice letter, which is then followed by a second ten day notice letter. He noted originally the project was scheduled for letting by May of 2013, but now has been pushed back to February of 2014. Attorney Lucas advised if the Board would consider this action, he recommends they should consider hiring outside counsel since he has not yet handled an Eminent Domain case. Since there was some hesitancy by the Board, President Norem made a motion for the project to proceed with the condemnation process. The motion was seconded by Commissioner Danford, and passed with all ayes. Director Weaver advised he would provide a list of outside counsel names for Attorney Lucas' selection. He also advised the funding for the attorney could be paid from the SCEDF portion of the CEDIT Fund. President Norem made a motion to approve Mr. Weaver's proposed source of funding, seconded by Commissioner Danford. The motion passed with all ayes. Director Weaver also noted he will be appearing before the County Council at their Feb. 18th meeting, to present the 2013 CEDIT appropriations for their approval.

Director Weaver then addressed the request for the Supplement Agreement for Additional Services as was presented by Lawson-Fisher in their January 25th letter to the Board of Commissioners. Director Weaver advised the agreement involves the reallocation of the fees, with the total cost remaining the same. He also presented Contract Amendment No. 1 which describes various minor changes to the original agreement/contract. Commissioner Danford made a motion to approve the amendment, seconded by Commissioner Davis. The motion passed with all ayes.

Director Weaver then presented the paperwork to the Board in regard to the parcel of land owned by the County on CR300E, known as Parcel Twenty seven. He noted the property is located just south of the Lead Track across CR300E. President Norem made a motion to donate the land, seconded by Commissioner Davis. The motion passed with all ayes and the following papers were signed: an Acceptance of Offer; a Warranty Deed, a Sales Disclosure, and a Donation with Offer.

RE: WTH AGREEMENT

IT Director, Joe Short, appeared before the Board with a letter he received from the WTH Company notifying the County that a Company was proposing to purchase the County's GIS information. He noted the Company is working on a utility project that could involve a portion of the county. Attorney Lucas advised the agreement was a stock agreement. Director Short noted of the \$750.00 fee, the County would receive a total of \$250.00. Commissioner Danford made a motion to approve the agreement, seconded by Commissioner Davis. The motion passed with all ayes.

RE: STEVE HAUSER TOWING COMPLAINT

Towing Business Owner, Steve Hauser, appeared before the Board to discuss the County's "Rotary" towing procedure. He advised he was speaking of the calls that are dispatched from the Sheriff's Department in regard to the covering of accidents and disabled vehicles, but not the towing of the Sheriff's Department's vehicles. He advised there are towing companies such as Howard Coffin, M & M, Buzzs' and himself that are to rotate the request from the Officers on the road, as they request a tow truck at the scene. He advised the system does not appear to be working correctly since he has only received three calls in the last three months. Commissioner Davis advised she will speak with the Sheriff, and get back with Mr. Hauser.

IN OTHER BUSINESS TO COME BEFORE THE BOARD:

BUILDING CORPORATION APPOINTMENTS

President Norem advised, in regard to the proposed County Jail project, the County needs to create a Building Corporation since the County can't go into debt for the bond. Only the Building Corporation can enter into the debt, and then they lease it back to the County. She noted the Building Corporation Board of Directors needs to be appointed, consisting of three members, and only one can be an elected official. She added, the Corporation will be in effect until the bond is paid in full. President Norem proposed the following three individuals for appointment to the Building Corporation Board of Directors: herself, Ron Henignsmith of the Jail Committee, and Bill Dulin, current Sheriff's Department Officer, and Jail Committee member. Commissioner Davis made a motion to approve the

appointment of those individuals. The motion was seconded by Commissioner Danford, and passed with all ayes. Following a discussion in regard to the staggered terms of the Board members, Commissioner Davis stated she would like to redo the motion to include the staggered three year terms of the board members. Commissioner Danford seconded the motion, and it passed with all ayes. President Norem advised they will be holding a meeting of the Building Corporation Board of Directors to review with them the duties of the Board, the Articles of Incorporation and Bylaws, and establish the staggered terms of the board members.

JAIL PROJECT, LAND APPRAISALS

Attorney Lucas advised he had received the appraisals on the property, belonging to Mark Bailey, the County was looking at as the potential site of the new County Jail. He advised the first appraisal, from Thomas Raynor of the Richard Adomatis & Associates, was in the amount of \$400,000.00; and the second appraisal from Eininstra was in the amount of \$380,000.00. He noted the appraisals were of the existing building and 6.3 acres of land. President Norem noted the County can't pay any more than the average of the two appraisals, but the appraisals were only for 6.3 acres of land, and the project was to be for 12 acres of land. Dave Pearman, the Starke County Council President, advised he will speak with Mark Bailey in regard to the appraisal amounts, and stressed it would be unfortunate if he doesn't approve the offer, because the whole process of identifying the proposed jail site would need to begin again.

HEALTH BOARD RESIGNATION

President Norem advised they had received the resignation of Health Board member, Justin Davis, whose term was scheduled to expire on December 31, 2014. Since he accepted a position on the North Judson Town Board he no longer was eligible to serve on the Health Board. He recommended he be replaced by his spouse, Taylor Davis, a LPN. Commissioner Danford made a motion to approve the appointment of Taylor Davis to the Health Board, as long as she was a registered Democrat, in order to maintain the political balance of the Board. President Norem, after noting Ms. Davis would also fulfill the professional requirement of the Board, seconded the motion. The motion passed with two ayes. (Commissioner Davis did not participate in the vote, since she is related to the two parties). President Norem noted in the listing of appointments, that is posted on the County's website, Donna Bailey of the Health Board is currently posted as a "D" and it should be corrected to state an "R".

CITY OF KNOX PLANNING COMMISSION/BZA APPOINTMENT

President Norem advised, at the Commissioner meeting held on January 21st, John Wilson was appointed to the City of Knox' BZA Board. She advised she was told by Greg Matt, of the City of Knox, the Commissioners' would need to fill a position on the BZA Board. She advised she wanted to clarify the appointment, and noted John Wilson will be appointed to serve on the City of Knox' Planning Commission. The Planning Commission appoints one of their own to serve on the City's BZA Board. The position, a four year term, would expire in 2016. Commissioner Davis made a motion to approve the appointment of John Wilson to the City's Planning Commission, seconded by Commissioner Danford. The motion passed with all ayes. President Norem noted this appointment does fill the vacancy of the Republican position.

FOOD INSPECTION FEE INCREASE

County Health Nurse, Frank Lynch, advised the Board, at the January 24th meeting of the Health Board, it was decided to increase the cost of a food inspection from the present \$30.00 fee, to a \$32.00 fee. Mr. Lynch advised the Health Department had over \$15,000.00 in permit fee revenue, and a total of 219 food inspections during 2012. He noted the permits revenue covers the cost of the food inspector. President Norem noted she had received the report from the Health Department and will forward it on to the other Commissioners. Nurse Lynch also advised, in regard to the approval of the 2013 contract, he would like to see section 1.4 be removed from the contract, since it doesn't apply anymore (Process and issue annual and temporary event retail food establishment permits.) Attorney Lucas approved of the changes to the contract. Commissioner Danford made a motion to approve the increase in the food inspection fees, and approve the 2013 contract. Commissioner Davis seconded the motion, and it passed with all ayes.

HOSPITAL COMMITTEE UPDATE

Commissioner Davis advised, in preparation of the expiration of the Hospital Lease in 2016, she has been meeting monthly with the CEO of IU Health-Starke, and both President Norem and she are meeting with the various physicians of the IU Health-Starke network. She advised the Commissioners are asking to hire the Coker Consulting Group to assist the County with finding the strategic solution to the unique issues which are facing them. She noted the cost of the services of the Coker Group will range from \$10,000.00-12,000.00 in annual fees, and noted the incidental expenses will be extra, but the County will be saving considerably from the original price quote the County received. She reminded the Board the County Council had approved the \$50,000.00 appropriation of the Save the Hospital Funds in 2012, in order to hire a consulting firm. Commissioner Davis advised in regard to the issues the County needs to be looking at is the aging of the local physicians' base, and the erosion of the base. Commissioner Davis made a motion, pending the revision of the contract (since the contract was originally created between the Coker Group and the Hospital), and upon Attorney Lucas' approval, to approve the contract to hire the Coker Consulting Group. Commissioner Danford seconded the motion, and it passed with all ayes. Attorney Lucas requested a clean copy of the contract, for his review, before he approves it.

INMATE HEALTHCARE, 2013 AGREEMENT

President Norem advised the County is in the third year of a three year contract with Correctional Healthcare Companies, which provides the inmate healthcare. She noted the Company had stated over the course of the contract they could have price increases corresponding with the consumer price index, and for the year 2013 there will be a 4.6% increase in the cost of the healthcare for the inmates. She advised, Correctional Healthcare has sent a Price Quote/Letter of Agreement for the 2013 inmate medical services, which requires a signature, with the 2013 cost of \$77,968.41 annually. Commissioner Danford inquired as to what services they are providing. President Norem advised they provide: a nurse for twenty hours a week, a physician two hours a week, prescriptions, a social worker, and pays the first \$20,000.00 of all hospital bills. Commissioner Danford stated he felt that fee was too high, and President Norem reminded him of the \$120,000.00 in inmate medical services that was approved by the Board of Commissioners, four years ago while he was one of the Commissioners. Commissioner Davis made a motion to approve the Letter of Agreement, seconded by Commissioner Danford. The motion passed with all eyes.

FEBRUARY OFFICE HOURS

President Norem requested the Board complete the calendar listing the days available they could be in the Commissioners' Office. The posted hours will be listed on the County's website.

FINANCE BOARD MEETING

President Norem advised the Finance Board will be meeting immediately following the meeting. She noted the annual meeting should be held in January, but because of the special circumstances involved in the Treasurer's Office, they gave the Treasurer an additional thirty days to compile the information for the meeting.

INMATE HOUSING AT THE PULASKI COUNTY JAIL

President Norem advised last year the Council had appropriated \$42,000.00 of the Rainy Day Fund to pay the cost of housing the extra inmates, in the Pulaski County Jail. She advised they will be addressing the Council to appropriate more funds, since those appropriated funds have been completely exhausted. She suggested, instead of utilizing the Rainy Day Fund, possibly the newly established CAGIT, Certified Shares Fund could be used. The Sheriff, Oscar Cowen, advised there is typically an average of 17-20 Starke County inmates housed in the Pulaski County Jail daily.

2013 STARKE COUNTY COMMISSIONERS' GOAL

President Norem read the 2013 Commissioners' Goals and they are:

1. Evaluate options and develop a strategy to secure the necessary hospital services for Starke County.
2. Continue moving the jail project toward completion.
3. Complete the re-codification process and post ordinances on the County website.
4. Develop and implement County wage and salary guidelines along with a review and update of employee job descriptions.
5. Keep abreast of legislation that affects the County's financial position and its operation.
6. Effective communication that includes: monthly department head/elected official meetings, at least bi-annual employee meetings, continue adding minutes and other pertinent documents to the County website, schedule special public meetings as necessary.
7. Evaluate options for animal control.

President Norem volunteered to be the Commissioner to oversee the animal control issue. Commissioner Davis made a motion to accept the goals as presented, seconded by Commissioner Danford. The motion passed with all eyes.

SUPERINTENDENT POSITION INTERVIEWS

President Norem advised they have received ten applicants for the position of Highway Department Superintendent, and of those ten she would like to see the Board interview five candidates. She advised the five candidates are: Bill Crase, Scott Dedoff, Jennifer McCarty, Shawn Suprenant, and Stephan (Rik) Ritzler. Following a brief discussion in regard to the timing of the interviews it was decided to hold interviews as an Executive Session, on both Monday, Feb. 18th, and Thursday, Feb. 21st. President Norem advised she will set up the times and notify the employees. She asked her fellow Board members to submit questions for the applicants to her prior to the first meeting. She inquired if there were any other requests for applicants to be interviewed, and both Commissioner Davis and Commissioner Danford advised they didn't have any.

LOMAX STATION

Commissioner Danford advised he recently attended a meeting of the KRBC in which he was informed of a group, from LaPorte County, who are interested in the property at Lomax Station. He advised the group is requesting the KRBC and the Board of Commissions support their project. He noted he felt the project should not involve the KRBC, and should not involve the County either, and suggested the County not get involved with this property and project. He stated he felt it could become a liability in the future. President Norem advised thus far no one has asked for the County to take a position on that issue.

PUBLIC COMMENTS

Council President Pearman inquired where he could obtain a copy of the BZA Bylaws because he is concerned with the court ruling of the Pulaski County Judge in regard to the lawsuit involving the BZA.

He also noted his concern with the appraisals of the proposed land as the jail site. He felt the appraisals were not complete since they are missing items and the appraisal companies were still asking questions of the landowner, after the appraisals were completed.

Sheriff, Oscar Cowen, inquired if he could purchase two new squad cars in 2013, and President Norem advised him to obtain some price quotes.

There being no further public comments, and no further business, Commissioner Davis made a motion to adjourn the meeting, seconded by Commissioner Danford. The motion passed and the meeting was adjourned at 11:33AM.

FEBRUARY 4, 2013

Kathy Norem, President

Kent Danford

Jennifer Davis

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