

Monday, March 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 and Kathy Norem present and the following proceedings were held to wit:

The meeting was called to order by President Jennifer Davis. Commissioner Kent Danford was absent from the meeting.

EMS MONTHLY REPORT

EMS Director Paul Mathewson and Clerk MaryLynn Ritchie appeared before the Board. Clerk Ritchie advised the total number of runs for the month of February, 153, decreased from the number of runs in the month of January, 173. The breakdown of the February runs were as followed: ALS 56, BLS 63 and Advanced 34. The number of transfers in the month of February, 22, was consistent with the number of transfers in the month of January. She also advised the total amount of revenue received in February was \$47,019.61 which is down from the \$52,461.02 received in January. She stated the Department received a total of \$230.00 which was received from the County Clerk from Small Claims Court payments, and a total of \$1,186.61 was received from Collections Attorney, Jonathan O'Hara.

COUNTY HIGHWAY REPORT

County Highway Superintendent, Rik Ritzler, appeared before the Board to present the monthly update from the Highway Department. He advised in the month of February a total of 43,000 miles of roads were snow plowed at a total expense of \$286,377.65 which includes the costs of labor, equipment and materials. In regard to the Road Improvement Program he advised the Highway Department has been in the process of removing roads from the lists for the 2014 road improvements since the current budget can't accommodate the expense of the preliminary road improvement listing which includes 101.5 miles of chip seal, 21 miles of pug/asphalt, and 55 miles of gravel road repair. In regard to the Bridge Replacement/Repair Program he advised the Highway Department had reviewed the contract submitted by Mark Wilson of JPR for the design of four County bridges, # 31 (800E over Eagle Creek-just north of 50S), # 70 (50E over Smith Ditch just south of SR10), # 79 (450S over Smith Ditch, just west of Range Road), and # 86 (900S over Bogus Run just west of 100S). Superintendent Ritzler recommended the contract be approved by the Board. County Attorney Marty Lucas reviewed the contract and inquired in regard to the permit required for the floodway. Mark Wilson advised the permit was for the upstream watershed. After receiving Attorney Lucas' approval of the submitted contract, Commissioner Norem made a motion to approve the agreement, seconded by Commissioner Davis. The motion passed with two ayes, and the contract was signed. Superintendent Ritzler also advised as a result of the 2017 call for project applications he had submitted to INDOT in December, 2013, the County has been awarded \$800,000.00 for the construction of Bridge # 7, the bridge over the Yellow River on 1200E. He noted the next step of the process will be the creation of a RFP for the bridge design. He also noted, in regard to the 2018 call for projects which will occur this spring, he will submit three additional applications for federal aid projects. These include Bridge # 27 over the Yellow River on 700E, just north of SR8; a road widening project on 500N, and the creation of a shared use golf cart path on SR10 around Bass Lake. He also noted a road reconstruction project on 600E will also be considered. Superintendent Ritzler advised since the County Council approved the funding and creation of the new position, Construction Inspector, they will be posting the position that day. He also noted the Highway Department has created a Facebook page which will post such items as the current road conditions/closings.

COUNTY CLERK REQUEST

Clerk Evelyn Skronski appeared before the Board to advise a Commissioner is required to participate as required by HAVA in reviewing the county's election sites to verify they are ADA accessible. Commissioner Davis advised she would gladly participate in that process. Clerk Skronski also advised due to the population of the County she will be required to allow Saturday early voting be open seven hours instead of the current four hours. She noted it will contribute to the already existing issue with the number of hours the part time staff will be working in the 4-6 weeks prior to the election. The Board requested she return to the March 27th meeting as the County Policy regulating the maximum number of part hours will need to be amended.

PUBLIC HEARING: SALE OF COUNTY OWNED PROPERTY

Treasurer Kasey Clark, appeared before the Board to address the proposed Commissioners' Deed sale of Commissioner/County owned property and the required holding of a public hearing. President Davis opened the Public Hearing at 9:33AM. Treasurer Clark advised the County will offer for sale at public auction on April 8, 2014, at 10:00AM, in the Annex Building Meeting Room a total of 48 parcels that are County owned. She advised the parcels will not be sold for an amount which is less than the sum of: 100% of appraised value if the assessed value is greater than \$6,000.00, for those properties assessed less than \$6,000.00, 100% of assessed value; appraisal costs; title search costs; recording fees; and advertising costs. She noted a Commissioners' Deed will be issued to the purchaser. There being no public comment, the public hearing was closed at 9:35AM. Treasurer Clark advised the parcels not being sold at this sale will go up for sale on May 21st. She also noted the regular tax sale will be held on September 5, 2014. She stated in regard to the certificate sale held on Feb. 27th, a total of \$44,740.00 was collected. She noted one purchaser bid 10,000 on a railroad parcel and then refused to pay for it. She stated the issue has been turned over to the Prosecutor. The purchaser will be fined with a 25% of the purchase price penalty.

REQUEST FOR CREDIT APPROPRIATIONS

Starke County Economic Foundation Director Charlie Weaver appeared before the Board to present for their approval the appropriation requests of the CREDIT fund prior to the presentation to the Council. Commissioner Norem advised the Board would not be able to act on his request at that time since Commissioner Danford was absent and Commissioner Davis should recuse herself for the voting. Attorney Lucas asked Commissioner Davis of her opinion. She advised Charlie Weaver's request was just a standard annual procedure. Commissioner Norem advised it could be addressed at the March 17th combined meeting of the Council and Commissioners. Commissioner Norem inquired as to the status of the negative balance

of the Hamlet Project Grant. Director Weaver advised he has submitted a new claim to Sysco who advised they still have a balance of the bond that was pledged for the project, and he expects to receive payment within the month.

REPORT ON EMERGENCY PREPAREDNESS PLAN

EMA Director Ted Bombagetti and Safety Committee Chairman James Coad appeared before the Board and advised of the plan to hold a Severe Weather Drill for the County Courthouse and Annex Building. Director Bombagetti advised they will hold the drill during Severe Weather Week, and will notify the employees of the two buildings by usage of the County's telephone system that can be utilized as a paging system. Commissioner Davis advised the Sheriff's Department will be conducting their own drill at the Jail. Chairman Coad also advised of the Bliss McKnight Employment Practices training which will be held on Monday, March 10th, and also stated he is working with Mark Ennis of Bliss McKnight to get the other training classes for Department Heads/Elected Officials back on schedule.

REQUEST FROM PLANNING COMMISSION

Terry Stephenson, Building Superintendent, appeared before the board to request an amendment to the Manufactured Housing Applicability, the removal of section 6-12-3-2-3(H)(3) from the code. That section states "Manufactured homes shall be set by Indiana licensed set crews only. The applicant shall submit a copy of the proposed set crew's license". Mr. Stephenson advised the Planning Commission believes the section to be repetitious since he inspects it also, and also there are no qualified manufactured housing licensed set crews in the area. Betty Dotlich, who was in the audience, advised the section 6 should remain in the code as the inspection is required. President Davis requested Attorney Lucas review Mr. Stephenson's request and address the issue again at their meeting on March 17th.

GIS LIMITED USE AGREEMENT

IT Director Joe Short appeared before the Board to request approval on a routine GIS Limited Use Agreement between Starke County and the Culver Community Schools. He advised the agreement would allow the sharing of the County's GIS information with the Culver Schools. Commissioner Norem made a motion to approve the agreement, seconded by President Davis. The motion passed with all ayes and the agreement was signed.

IN OTHER BUSINESS:

President Davis advised the Lawson Fisher Construction Inspection fees agreement will be tabled until the March 17th meeting as Superintendent Ritzler would like to have the County's Construction Inspector hired prior to entering into the agreement for the 300E SR8 project.

In regard to the outstanding invoice with Kone Elevator, Attorney Lucas reported he heard back from Kone and they are advising the County owes a total of \$1,130.22: \$533.70 from the outstanding invoice and two months of the service agreement payments of \$298.26 each. President Davis stated she would like to see the County end this issue now since the attorney fees will be higher than the outstanding amount the county owes to Kone. Commissioner Norem stated she agrees the county should pay the two months service agreement but not the outstanding invoice as their rate was too high. Commissioner Norem made a motion to have Attorney Lucas work out an agreement to terminate the contract, and then work out the remaining balance due. President Davis seconded the motion and it passed with two ayes.

County Recorder, Lisa Minix, appeared before the Board to request their approval on the renewal of that Department's agreement with the computer software FIDLAR. She advised the agreement is for a period of five years, at a one-time locked in fee increase of 6%. Attorney Lucas reviewed the agreement and stated he did not see where it is listed in the agreement of the 6% increase in fees, and advised he also would like the IT Director to review the agreement also before the Board's approving it. President Davis advised the issue will be tabled until the March 17th meeting.

President Davis advised the Auditor they will be meeting on the Thursday prior to a Monday meeting, at 3PM to review the items for that upcoming meeting. If an item is presented to the auditor following that meeting, that item will need to wait until the next regularly scheduled meeting. It should not be added to the current agenda. Also she advised any Department Head who will be requesting the Board to approve an agreement or contract will need to have Attorney Lucas review the document prior to the Board's meeting.

Bob Aloï, of Territorial Engineering, appeared before the Board to discuss the agreement between the County and TCU in regard to the Maintenance of Street Improvements at the Chesapeake Run Sub-division. He advised the County had already signed a document releasing those roads in the sub-division as part of their original approval of the creation of the sub-division, and now this was a secondary agreement of the sub-division development. Superintendent Ritzler advised the County could maintain the cul de sac as gravel. Commissioner Norem inquired as to why Mr. Aloï was involved in this agreement and he stated TCU was his client. Commissioner Norem stated the Board will need to revisit the sub-division ordinance to have some control over future roads in sub-divisions. Mr. Aloï advised of the Developer's bond which consists of the County receiving sub-division lots in lieu of bonding. Commissioner Norem proposed the county accept the agreement and it may be their only recourse to look into a way to re-coop the expense. President Davis seconded the motion and it passed with two ayes. President Davis signed the agreement. Superintendent Ritzler advised he would start the process of adding the streets to the road inventory. Mr. Aloï advised he would give the Auditor a copy of the TCU signed agreement after recording it.

President Davis informed Commissioner Norem while she was on vacation the City needed a signature on the agreement to relocate the fire hydrants, in regard to the CR300E SR8 project. She noted the costs involved in the relocation are strictly a city expense. She advised she needed a ratification of the agreement she signed. Commissioner Norem made a motion to ratify the agreement, seconded by President Davis. The motion passed with two ayes.

President Davis advised in regard to the request by the Sheriff to sell off some old equipment in order to use the proceeds toward the purchase of a new inmate transport van, she advised a request for commission rates was requested from Fisher's Auction house and Osinski Auctions. As the only response the Auditor received as of Friday, February 28th, was from Osinski, Commissioner Norem made a motion to sell the Sheriff's equipment at the Osinski April auction, seconded by

Commissioner Davis. The motion passed with two ayes. Auditor Chaffins advised the commission rates at Osinski Auction are as follows: selling price \$1 to \$200, 25%; \$201 to \$400, 20%; \$401 and up 10%.

President Davis advised since Commissioner Danford was absent the report in regard to the testing at the old landfill site by Weaver and Boos will be tabled until the March 17th meeting.

President Davis advised, in regard to the opening on the County Health Board, Deborah Hansen was interested in being reappointed to the Health Board for another term. Commissioner Norem made a motion to reappoint Deborah Hansen to another term on the County Health Board. President Davis seconded the motion and it passed with two ayes.

President Davis stated she would like to acknowledge the Oregon-Davis Girls' Basketball team, the Lady Bobcats on their successful season, and their trip to the State finals.

President Davis then made a motion to reappoint Commissioner Norem to serve a three year term on the Building Corporation Board of Directors. Commissioner Norem who inquired if she could vote for herself, and was advised by Attorney Lucas she could, seconded the motion. The motion passed with all ayes.

President Davis inquired about the creation of a committee to look into possible usages for the old county jail after the new jail's construction is complete. Commissioner Norem advised they should wait until the capitalized interest savings portion of the project is complete since the funding for the remodeling of the old jail is part of the bond financing. President Davis inquired as to whom will make up the committee and start getting suggestions as to what to do with the old jail. Commissioner Norem advised it will be three to four months before they begin to look into forming such a committee.

MINUTES, VENDOR CLAIMS, MAXIMUS CONTRACT

President Davis advised the approval of the minutes of the February 20th meeting will need to be tabled until the next meeting since Commissioner Norem was not present at that meeting. In regard to the approval of vendor claims, President Davis advised of the notes by Deputy Auditor Thomas. She advised the first is in regard to the approval of the claim received from the Knox American Legion. Following a brief discussion they would allow the claim as submitted by the Legion in the amount of \$3,000.00 and would allow both the North Judson American Legion and the Hamlet American Legion to submit a claim in the amount of \$1,500.00 each. The claims are in regard to the purchase of American flags for all veterans' gravesites for Memorial Day. They noted possibly next year the \$6,000.00 budget appropriation could be divided equally between the three Legions. The other note was in regard to a claim for reimbursement submitted by Court employee Larry Keiser which was not supported by any actual receipts. The Board decided since the claim was signed by the Judge he was verifying and authorizing the reimbursement. Commissioner Norem made a motion to approve the vendor claims in the total amount of \$466,216.58. President Davis seconded the motion and it passed with two ayes. President Davis inquired as to the status of the county's codification project. Commissioner Norem advised she would contact the company.

President Davis requested each Commissioner email their available office hours to Auditor Chaffins for posting.

Commissioner Norem made a motion to renew the contract with Maximus Consulting Co. in regard to the County's reimbursement of Title IVD expenses. President Davis seconded the motion and it passed with two ayes. The contract was signed by President Davis and attested by Auditor Chaffins.

PUBLIC COMMENT

James Coad advised he had spoken with Mark Ennis of Bliss McKnight and a meeting was scheduled for Thursday, March 6th at 10AM in order to create the calendar of classes.

Bob Alois advised there will be a Pre-Bid Meeting in regard to the CR300E-SR8 project on March 6th. He also noted the opening of the bids has been scheduled for the March 17th meeting.

County Council President Dave Pearman stated Councilman Radkiewicz had inquired as to the recent purchase of two pickup trucks by the Highway Department. Commissioner Norem advised they were able to purchase the two trucks for the price that previously had been quoted for the purchase of one truck. Also, the Council had already approved the appropriation of the purchase of trucks as it was part of their 2014 budget, and the purchase price was less than the amount required for bidding.

President Davis noted public hearing meetings are being held throughout the county in regard to all the County schools considering the change to a "balanced school year".

There being no further business Commissioner Norem made a motion to adjourn the meeting, seconded by President Davis. The motion passed with two ayes, and the meeting was adjourned at 10:55AM.

March 3, 2014

Kathy Norem, President

ABSENT _____
Kent Danford

Jennifer Davis

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