

MONDAY, MARCH 4, 2019

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in Regular Session at 6:00PM in the Annex meeting room, Knox, Indiana, with Charlie Chesak, Kathy Norem, and Bryan Cavender present and the following proceedings were held to wit:

The meeting of the Board of Commissioners was called to order by Commissioner President Charlie Chesak at 6:00PM.

MOU OF PURDUE EXTENSION CONTRACTUAL SERVICES AGREEMENT

Director Julia Miller of Purdue Extension came before the board to request a signed updated copy of the Purdue Extension Contractual Services Agreement as the amount had changed when the council approved the 2019 budget back in January. She also presented the Board of Commissioners with the Purdue Extension Annual Report.

BROADBAND PROJECT AND COMPREHENSIVE PLAN CONTRACT

Shawn from KIRPC came before the board to obtain contract signatures for the Broadband Project and the Comprehensive Plan Contract. She stated additionally HWC requested to present their contract, all contracts have been reviewed by Attorney Lucas prior to the meeting. The County intends to complete a Broadband Plan through an award amount of \$50,000 through the Office of Community and Rural Affairs State Community Development Block Grant. Additionally, the County intends to complete a Comprehensive Plan through an award of \$48,600 through the Office of Community and Rural Affairs State Community Development Block Grant.

EMS MONTHLY REPORT

EMS Director Travis Clary and EMS Clerk MaryLynn Richie appeared before the Board to present their monthly departmental report. Clerk Richie stated she had collected \$120.00 from Small Claims Court and \$641.53 from Collections Attorney Jonathan O'Hara. Clerk MaryLynn presented the February runs report, she stated they were very busy in the month of February, their transfers are staying very consistent at 30% from the hospital; they had a total of 70 transfers for the month of February. The revenue this month is up \$32,000 more than the month of February, 2018. Director Clary stated in operations they will be going live with the new software on March 5th at 0700 hours. He spent a lot of time last week setting up their new Life Pak 15 cardiac monitor's transmission capabilities. This required each of the new laptops to be synced up with the new cardiac monitors. It also required a test be sent to each of the receiving cardiologist, and ER physician the exact 12 lead EKG we are looking at in the field. He stated they had an amazing door to balloon time of 52 minutes the other day. That is the time of EMD notification to the Cath Lab to the time stent is essentially placed in the patient's heart to recover blood flow to that specific artery. His department has taken a step forward in patient care by getting this on all 3 of their county ambulances. Director Clary stated that he attended their first quarterly regional EMS meeting with LA Porte/Starke Hospital staff. He also met with LA Porte/Porter County EMS, and our EMS coordinator to assist in the communication with each other. This helps better understand the policy changes of the facility they are transporting too, and educates them on the changes coming with stroke & cardiac care/capabilities of the facilities that then transport to.

Director Clary reported in personnel, they have had no recent hires, but anticipates interviews next week for part time EMT's/Paramedics to assist in the staffing of their transfer unit. In training, Director Clary reported that he has been spending some of his recent weekends assisting our volunteer fire departments keep up with continuing education. He stated he recently taught a class for Knox Fire Department. It was at that training that we trained on our new non-visualized airways, assisted them with updating their protocols to reflect our recent protocol changes, and we did a quick training on allergic reactions. He stated he also went to San-Pierre Fire Department to teach their firefighters CPR as well as hands-on Narcan training. He stated he renewed his CPR Instructor status through Porter Regional Hospital. They also held the Advanced Cardiac Life Support Instructor course here with the assistance of Porter Regional Hospital. They now have 3 staff members including myself on staff who are qualified to instruct the course for our employees. Director Clary reported in safety that they have had another injury free month. He reported in ambulance maintenance they have had no major maintenance issues for the month of February. He stated he had recall work performed on the 2011 Dodge Charger. He will be traveling down with the sales representative from Osage Ambulances this Wednesday to pick up their

new ambulance. He has received about 95% of the equipment to outfit it but the biggest delay will be the ambulance cot and radios.

Director Clary reported that as far as base maintenance they have no major issues to report. They did have a sight visit from Bitco insurance company and no faults were found at their ambulance locations. He reported that in public relations that have continued to get out in the public's eye as much as possible. He has crews attending local basketball games and other sporting events. They recently joined forces with North Judson PD and North Judson Fire Department to help raise money for children who are in need of winter clothing. The event was "freezing' for a reason" where they jumped into freezing cold water last weekend. Lastly, Director Clary would like to obtain an EZ Pass for the new transfer unit. Commissioner Norem suggested a prepaid EZ Pass. They will be looking into how to obtain one.

COUNTY HIGHWAY MONTHLY REPORT

Rik Ritzler, Superintendent of the County Highway Department, appeared before the Board to present his monthly departmental report. He stated the last couple months the winter operations totals have fluctuated. However, with the third month in the picture it all evens out with similar totals from last year's winter operations. The State Salt Bid Commitment for 2019-2020 was due this month. Superintendent Ritzler stated he submitted for 1500 tons of untreated salt and 250 tons of treated salt. Superintendent Ritzler reported for departmental policies he has been thinking about updating the road cut permit fees. They will be updated as follows:

	Current	Proposed
Basic Permit	\$100.00	N/A
Bore under a road	\$100.00	\$100.00
Road cut on a gravel road	\$150.00	\$75.00
Road cut on a paved road	\$300.00	\$3 per sq.ft/\$200.00 minimum
Placement/removal of poles/overhead	N/A	\$75.00 for each 1000' of continuous pole line
Underground linear project including Grading/trenching or excavation	N/A	\$50.00 for each 500fy of continuous construction

He stated they have been finding many road cuts for which no permit was obtained. One reason for this, we believe is that our permit fees were high compared to some neighboring counties and also that our permit structure did not take into account the scale of each projects. Large parallel trenching had the same fee, whether it be 100 yards or 1 mile. We based this new fee structure on Boone County, Indiana Fee schedule. They were having the same problems with non-compliance. After establishing their fee schedule, compliance is up and so is permit revenue. Commissioner Cavender made a motion to accept the road cut permit fees as presented. Commissioner Norem seconded the motion, the motion passed with all ayes.

Superintendent Ritzler reported that in the community crossings grant projects were bid last month and Reith-Riley was awarded the contract with a low bid of \$684,475.79. This is for the intersection improvement at 600S/CR210 at Bass Lake and hot mix overlay on 25N from CR600E to SR23. He reported the replacement of Bridge 154 on 100E North of CR400N will begin March 17th. The design for the replacement of Bridge 140 on CR200E, just North of CR480N is in progress and construction is scheduled to begin later this fall. This month or early next month they will begin cleaning and seal coating their concrete bridge decks. Ritzler explained they do this on a bi-annual basis. He stated the PASER rating will be started this month. After they complete those rating they will begin compiling their road improvement list for 2019. Superintendent Ritzler also reported that due to the extreme freeze thaw cycles they have experiences in the last month they are starting to see a significant amount of pothole formation. They are sending out their hot patch box almost every day in an effort to keep up with this deterioration.

Superintendent Ritzler reported that this year, as part of his vehicle replacement plan, they were scheduled to buy a new paver and had budgeted \$200,000.00 to do so. The \$300,000.00 MVH budget cut changed their plans a bit. Instead of the new paver they had purchased Marshall County's chip box and distributor truck for \$60,000.00. They have also found what they feel is a very good used paver for \$40,000.00. As far as training goes Ritzler stated he and his new office staff will be attending Purdue

University's 105th annual road school tomorrow and Wednesday. The Superintendent is required by Indiana statute to attend road school and the office staff will benefit from the Asset Management and Funding classes available at the event. Six of their other employees will also be going to Road School tomorrow to attend Road Scholar class #9, Bridge Basics. Five of the department's employees will be attending LTAP PASER road rating training later in March. Each March and April the department rates our roads using the PASER rating system. Ritzler stated they have not had any reportable workman's comp accidents this month. They have not had any workman's comp claims filed since early last summer.

Superintendent Ritzler stated he was unable to attend the US30 meeting in Indianapolis because of the inclement weather. They did get an update concerning the progress of the lobbying efforts, particularly by the Eastern US30 counties. I also let the consultant know that our County had some concerns about the project. Although I understand these concerns the farmers and property owners on US 30 have concerning their access to and across US30, Ritzler is afraid that if we are not involved in the coalition that those fears may be more likely to be realized because we would have less of a voice in the overall process. Ritzler presented a response from Mr. Faulkenberg regarding the US30 Coalition. They also stated they will be holding a local US30 committee meeting in the next two weeks to update those citizens with concerns about the project. He also recommends continuing to hold off on paying our county's annual dues until we meet with Mayor and Mr. Faulkenberg.

ELECTION BOARD

Clerk Manual, Peg Britton, and Harrison Fields, presented their case about absentee voting to the Board of Commissioners. Britton stated they met last week regarding the situation on where they are going to have to put the voting for absentee voting, disabled voting, and early voting. She stated they are not pleased with what had happened with the change regarding the larger room. She stated that because the larger room is being utilized and now they have to be in a smaller room there is not much else they can do about it they will just have to deal with it. The one thing that may be in their favor is that they may have a lower turn out with the voters because it is a city election and only 10 candidates. Britton stated that she encourages voters who can't come to the courthouse to vote because of the smaller room that they will be confined in is to request an absentee ballot by mail. April 8th will begin the early voting up until noon the day before Election Day. Commissioner Norem stated the board will need to approve the use of the Commissioner's Office which is located on the first floor of the Courthouse. Commissioner Norem made a motion for the authorized use of the commissioner room office space for the May Primary Election and the fall election will be determined by the election board at a later date. Commissioner Cavender seconded the motion, the motion passed with all ayes.

SCEDF MONTHLY REPORT

Director Larry Wickert came before the board and submitted the Starke County Economic Development Foundations activity report. He also presented a contract to the board of commissioners with a company called Millennium. This company completes inspections at the rail crossings that are located in the industrial park. The company that has been completing these inspection have decided that they no longer want to do that anymore. He stated they had sent a notice of cancellation, because of this he has looked at many other options where he came across the company called Millennium. This company has employees that are more local than other companies that he had found. He did negotiate the rate down to \$250 per month per crossing rather than \$285 per month per crossing. The funds that will pay for this come from the three companies that pay for the use of the rail, they pay \$51.00 for every railcar. This money goes into a separate county account and it does not come out of county general, it is solely funded by the use of the rail. Commissioner Norem made a motion to approve the contract as presented. Commissioner Cavender seconded the motion, the motion passed with all ayes.

Director Wickert also inquired about the county putting all of the zoning ordinances on the county government website. He had spoken to Commissioner Norem about this idea and stated his office would hire an intern over the summer to get that done. He suggested that they would work in the planning commission office, Ron would supervise them and they could split the cost on that which would be around \$5,000 - \$6,000 total with the split costs being between \$2,500 and \$3,000 each. Attorney Lucas suggested also creating a layer on GIS WTH mapping system for zoning boundaries. Director Wickert stated he will look into this layer for use on the GIS WTH mapping system. He also stated at the next meeting he would like to present a proposal regarding the rate that is charged for the rail cars. At this time the rate is \$51.00 per car and he has some cost estimates that he will present regarding a more appropriate rate for the rail cars.

COMMUNITY CORRECTIONS GRANT FUNDING

Director Shawn Mattraw came before the board to obtain signatures for Community Corrections grant funded programs. He explained that it is a letter that will go to the Indiana Department of Corrections. He is requesting a total amount of \$446,764.87. Director Mattraw explained that \$306,000 is being requested for the Community Corrections Program, \$75,763 is being requested for the Jail Treatment Program, and \$63,000 is being requested for the Starke County Pretrial Probation. There is no cost to the county for applying for this grant money, the Indiana Department of Corrections just requires the Commissioners signatures on the grant request. Commissioner Norem asked what the pretrial probation \$63,000 amount will be used for. Director Mattraw explained that it covers the costs of the pretrial probation officers salary, the defense attorney's salary, and funding for training. Commissioner Norem made a motion to approve the document for signatures. Commissioner Cavender seconded the motion, the motion passed with all ayes.

AUDITOR'S BUSINESS: MINUTES, VENDOR CLAIMS DOCKET, PAYROLL DOCKET

Commissioner Chesak asked for a motion for approval of the vendor claims in the amount of \$363,724.25. Commissioner Cavender made the motion for the vendor claims as presented. Commissioner Norem seconded the motion, the motion passed with all ayes. Commissioner Norem made a motion to approve the Payroll Claims Docket for the pay period ending on 02/23/19 with a pay date of 03/01/19, in the total gross amount of \$245,894.87. Commissioner Cavender seconded the motion, the motion passed with all ayes. Commissioner Norem made a motion to approve the minutes of the February 18th meeting. Commissioner Cavender seconded the motion, the motion passed with all ayes.

IN OTHER BUSINESS TO COME BEFORE THE BOARD

Commissioner Chesak advised the Board of Commissioners have chosen to go with option 2 in the Cyber Security Contract with the removal of a few minor coverages that did not seem relevant to our county entity.

Commissioner Norem brought up the issue of the radio invoices and whether or not these invoices will be paid. Commissioner Norem explained they have invoices from J & K Communications totaling \$28,688.79. They also have one from Miner Electronics from the Knox Fire Department for the amount of \$238.50, and one from Bartronics from Bass Lake Fire for the amount of \$395.00. After further discussion regarding the radio bills that have been turned into the Board of Commissioners, Commissioner Norem suggested that Commissioner Chesak sit down with the Fire Committee and IT Richard Franks regarding the invoices and what was charged on the invoices. Commissioner Norem also brought up the proposal from Miner that was received. Attorney Lucas stated it was a fairly positive review of the system. The main issue was that they stated there was better technology available to prevent destructive cancellation. Commissioner Norem suggested that this report be shared with the local fire departments for their own review. Commissioner Chesak stated he will share the report with the fire departments. Commissioner Norem requested that Auditor Oesterreich put all of the radio bills on the next claims role and Commissioner Chesak will be meeting with the local fire departments to discuss the billing and proposal completed by Miner Electronics.

Attorney Lucas gave an update about the booking ordinance, in the course of the time period of drafting the booking ordinance. The State Board of Accounts drafted an opinion regarding the home rule act. The booking ordinance would be based under the authority of the home rule act which basically stated that local government can do anything that they are not prohibited from doing. Other communities are creating their own booking ordinances, but in the meantime the State Board of Accounts issues a letter ruling saying that municipalities can't charge a fee for anything unless there is a statutory rule for it. He explained that even though there is the home rule out there the home rule does not apply to anything where you charge a fee. This may be the end of the booking fee ordinance. However, Attorney Lucas stated the opinion is much broader than just the booking fee and may not even relate to the booking fee ordinance.

PUBLIC COMMENTS

A woman from Koontz Lake came before the board to present a case against her neighbor who has dozens of cats that are not being cared for and are disturbing her property as well. She is reaching out to

the commissioners as the Walkerton Police Department and the Starke County sheriff's Department stated they are unable to help her regarding this situation. Commissioner Norem asked her if she has tried contacting the Starke County Humane Society. The resident stated she had not tried to contact them as the police departments told her they have a hard time getting rid of strays when they complete drug raids. Commissioner Norem suggested that she check with Starke County Humane Society as our county does not have an animal control officer.

Clerk Bernadette Manual informed the Board of Commissioners that her office's credit card machines have been installed today and will be up and running tomorrow, February 19, 2019. She stated this is a great advancement for their office. She also informed the board that Starke and Marshall County Clerk's Office will be co-hosting the Clerk's Conference that is being held at Swan Lake.

With no further public comment, Commissioner Norem made a motion to adjourn at 7:24 PM. The motion was seconded by Commissioner Cavender, the motion passed with all ayes.

MARCH 4, 2019

Charlie Chesak, President

Kathryn Norem, Vice-President

Bryan Cavender

Rachel Oesterreich, County Auditor
& Secretary to the Board of County Commissioners