

MONDAY, MARCH 5, 2018

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 Kathy Norem, Don Binkley and Charlie Chesak present and the following proceedings were held to wit:

The meeting was called to order by President Commissioner Binkley.

RE: EMS MONTHLY REPORT

Director of the EMS Department, Travis Clary, and EMS Clerk MaryLynn Richie appeared before the Board. Clerk Richie advised she had received a total of \$3,876.55 from Small Claims Court and a total of \$1,137.02 from Collections Attorney Jonathan O'Hara. She advised runs were down a little for the month and she has developed a delay problem in getting the insurance information from the hospital for the claims. She also noted that the number of transfers had decreased for the month of February; were only 11% of the runs.

Director Clary advised they had recently received a check for the 2015 Medicaid cost report in the amount of \$33,146.26. They also received notice that Medicaid's accounting firm is working on the 2016 Medicaid reimbursement. Clerk Richie has begun working on the 2017 reimbursement which is due May 31st. He also advised the number of self-payers is increasing at the hospital. Previously they would see approximately 15 per month but now it has increased to approximately 40 with the new system at the hospital.

In regard to Personnel, Director Clary advised they have hired two new Paramedics and two full time Basic EMTs.

In regard to Education, Director Clary stated they had completed the monthly audit & review with Starke Hospital. Dr. Marovich was present once again. He advised he had recently recertified the Knox Fire Department, Starke County Sheriff's Department, and Little Lamb's Preschool. He noted he will be recertifying the Starke County Dispatchers next week. He is also educating the community on the importance of CPR. He would like to see some of their Paramedics attend a cadaver lab in Indianapolis and the department will be holding hemorrhage training later on this month.

In regard to Ambulance Maintenance, Director Clary stated they currently have one ambulance out of service, the 2015 Chevy. It was experiencing heating/cooling issues; is at the County Highway Garage waiting on the special order of parts.

In regard to Safety, he noted they had two employees injured in a minor traffic accident earlier in the month and they are both back to work after approximately two days. Director Clary advised Bitco Insurance came to the Knox EMS Post and inspected the base, but found no workplace hazards.

In regard to Base Maintenance, he advised they had performed their routine base maintenance in February and there were no major issues to report.

In regard to Meetings, Director Clary noted he was having the regular meetings with Hospital Pharmacy and the Emergency Department to make sure everything is operating smoothly.

In regard to the 2018 Flooding Director Clary advised it had prompted them to put Medic 4 ambulance into service also. He stated he was working in the immediate Knox area helping with evacuations and assisting where needed.

RE: COUNTY HIGHWAY DEPARTMENT MONTHLY REPORT

Highway Department Superintendent Rik Ritzler appeared before the Board to present his monthly departmental report. He advised he has been very busy with the 2018 Flooding noting that the first stage is winding down and the second more costly stage is beginning.

He noted two bridges were closed due to the flooding, the bridges of CR300E and CR700E over the Yellow River. They have both been inspected by a bridge engineer and are now open. At one point 65 miles of Starke County roads were closed to traffic due to flooding and as of today the number of miles closed is now 26. (Page 3 of his monthly report lists the roads that are now open and the roads that are still closed.) He noted they will not be able to know the extent of damage until all the county roads are clear of water.

Superintendent Ritzler advised they had repaired some major road damage on Range Road south of SR8. He also noted that two large culverts had collapsed from the flooding on CR750S, just east of CR975E and on CR700S between CR200W and CR250W. He also noted they will be conducting a new round of PASER assessments later on this month. He stated the total dollar amount of damage they have so far improved is \$215,545.80 which is broken down as labor--\$48,123.02; material--\$41,089.18 and vehicle use--\$126,333.60. He stated he is expecting the total amount of damages to be over \$500,000.00.

Superintendent Ritzler stated the March and April work plans have been altered by the flooding. He advised they will be completing extensive patching, major pavement repairs, culvert replacements, and roadway assessments. He noted their planned brush cutting, asphalt making, and material hauling may be put on hold. Superintendent Ritzler provided a chart of deficient bridges per year and advised the County has greatly improved the average sufficiency rating of the bridges and by the end of 2018 he expects that rating to be 86.34.

MANUFACTURED HOUSING AMENDMENT TO ORDINANCE

Planning Commissioner, Terry Stephenson appeared before the Board and requested approval to change the set fee on the installation of a mobile home. He advised they currently have to pay a fee of \$2,000.00 and he stated they could save that money and improve the quality of the trailer they were purchasing. He also noted he could inspect them after they have been installed. Commissioner Norem made a motion to approve his request. Commissioner Chesak seconded the motion and it passed with all ayes. The Planning Commission had prepared the necessary paperwork.

Planning Commission Attorney, Marty Bedrock, stated they had been approached by Larry Wappel who stated he would like to purchase the San Pierre Bank Building. He stated Mr. Wappel would destroy the building but would like to have Highway Department vehicles transport the debris to his property. President Binkley stated he was also on the Planning Commission and stated if Mr. Wappel was to purchase the building then he was going to pay for everything. But if the County was to become the owner of the Bank the current owner wanted to give that property to the County for the County to demolish it. If that is the case he would say there was no fee.

IT DIRECTOR'S ANNUAL REPORT

IT Director Mark Gourley presented his monthly departmental report. He stated it had been a very busy month receiving ten service help tickets, and a total number of 58 total IT incidents. He stated email was out due to a spam filter being down. He advised he had received price quotes to replace the filter which are \$1,700.00 for replacing it with the same equipment and one for \$2,300.00 for new equipment. Director Gourley stated he had replaced the microphone in the Annex Building Meeting Room with two different microphones that pick up surrounding sound; provided the Probation Department with specs for Laptops to order; facilitated two 5 hour Docuware trainings; changed the AVL settings to prevent officers from disabling GIS; and continuing to correct CAD user management issues and implemented features that were not completed after the August 2017 software update. Sheriff Dulin advised that the current CAD system needs to be replaced. He advised it was purchased in 2006 or 2007 and was used equipment when purchased. He stated the approximate cost of a new system is \$150,000.00. He also stated that they are not able to extract figures from the CAD system now to help them complete grant forms. Commissioner Norem stated it should be tabled for now and to schedule it for the April Council/Commissioner meeting. Director Gourley stated the Spark system is now down; and he showed a survey he completed and attached to the answer from a Help ticket. But, so far he advised he has not received a comment. President Binkley suggested he email out the survey to all Department Heads so they would have it to remit after an IT repair. Director Gourley stated his department has updated the County Website, and he is still working on the individual computer password policy.

RE: AUDITOR'S BUSINESS: MINUTES, VENDOR CLAIM DOCKET, PAYROLL DOCKET

Commissioner Norem made a motion to approve the minutes of the Feb. 23rd Emergency Commissioners meeting. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Chesak made a motion to approve the minutes of the Feb. 19th meeting. Commissioner Norem seconded the motion and it passed with all ayes.

Commissioner Norem made a motion to approve the Payroll Docket for the pay period ending on 2/24/18 with a pay date of 3/2/18 in the total gross amount of \$248,986.98. Commissioner Chesak seconded the motion and it passed with all ayes.

Commissioner Chesak made a motion to approve the Vendor Claims Docket in the total gross amount of \$172,697.27. Commissioner Norem seconded the motion and it passed with all ayes.

IN OTHER BUSINESS TO COME BEFORE THE BOARD

President Binkley advised he wanted to take this time, speaking for the whole Board, to thank everyone who had assisted in the flooding that recently affected Starke County. He stated he wanted to specifically thank the Surveyor Bill Crase, the EMA Director Jean Nier, Highway Superintendent Rik Ritzler, Sheriff Bill Dulin, Knox Mayor Denny Estok, and the Red Cross.

Commissioner Norem advised the Board had received a request for GIS files from the Indiana University Public Policy Institute. She advised she had spoken to her granddaughter who is a graduate student at IU to see if she could advise Commissioner Norem as to who they are and why they requesting that information. She advised she was told to ask them why they want it and also ask them for a copy of the results of the study. Commissioner Norem made a motion to contact the Institute and ask why they want the GIS information and to ask them to submit a report of the results of the study. Commissioner Chesak seconded the motion and it passed with all ayes.

President Binkley advised they had received a letter from the Oregon-Davis School Corporation naming School Board Member, Chris Lawrence, to the Starke County Redevelopment Commission.

Commissioner Norem advised she has been receiving comments from Bass Lake Property Owners in regard to the signs posted on SR10 at Bass Lake. She advised they need to clarify with INDOT as to what exactly is the meaning of the signs. She stated she would like to see Attorney Marty Lucas write a letter to INDOT asking for that information. Commissioner Norem noted she can see it could mean the driver should be cautious for any golf carts that could be crossing the road. But, she could also see that the sign could mean the driver should be cautious since INDOT was giving their consent for golf carts driving on SR10. She stated she believed the State Representatives, such as Doug Gutwein was aware of these INDOT signs. Sheriff Dulin advised he has received numerous calls about those signs and stated the majority of the people think the signs were authorizing the golf carts driving on SR10. Sheriff Dulin asked for the State Representatives to be present at the next Bass Lake meeting to take responsibility for the confusion coming out of those signs. He stated he would ask them for clarification or else to take the signs down.

Attorney Lucas advised he had completed an Ordinance for the Planning Commission for the process of hiring an employee to fill the position of Code Enforcement Officer and then managing their employment. He stated this Ordinance would suspend the rules and the Board of Commissioners could approve this today since it applies to business within the County. Commissioner Norem made a motion to approve this Ordinance 2018-0305. Commissioner Chesak seconded the motion and it passed with all ayes. Because a printed copy of the Ordinance was not available the Ordinance would be signed at the next Board meeting. Commissioner Norem stated she believed the Planning Commission Office could choose the employee. Attorney Lucas advised the Planning Commission should submit their recommendation to the Board of Commissioners for their approval.

Clerk Vicki Cooley appeared before the Board to discuss the need to have a copier downstairs in the Courthouse for election time. She advised she will be set up downstairs for voting since the elevator is cited for remodeling. She stated she was in need of a copier and asked Kemp Office Supplies for a copier to rent. Clerk Cooley stated she had received a price quote from Kemp's for \$150.00 per month. She stated she needs the copier for two months in the spring and two months in the fall. She also advised she has the money in her budget for this copier. Commissioner Norem advised no approval and no contract were needed.

PUBLIC COMMENT

Terry Turner, former Veteran's Officer, advised he was still receiving telephone calls from County employees and still receives invoices in his email from when he was the Veteran Service Officer. He advised the Board that their current Service Officer has not been going for training and stated he is not qualified for that position. Commissioner Norem stated it was duly noted.

Bruce Bennett thanked the County for their handling of the flood. He stated the Highway Department had closed the road he lives on, CR25N, and they had filled sand bags and deflected the water away from his grain bins.

There being no further public comment and no further business, Commissioner Norem made a motion to adjourn the meeting. Commissioner Chesak seconded the motion and it passed with all ayes. The meeting was adjourned at 7:36PM.

MARCH 5, 2018

Don Binkley, President

Kathryn Norem, Vice-President

Charles Chesak

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