

**Monday, March 7, 2016**

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 Kent Danford present and the following proceedings were held to wit:

The meeting was called to order by Commissioner President Kent Danford.

### **EMS MONTHLY REPORT**

EMS Director Keith Emigh and EMS Clerk Mary Lynn Richie appeared before the Board. Clerk Richie advised she had collected a total of \$1,013.97 from Small Claims Court and a total of \$1,892.78 from Jonathan O'Hara Collected Attorney. She advised the number of runs was strong for the month of February and the number of accounts receivable was up over last year's mark. She also advised she had received a class in WPS Medicare called Rolling with Medicare Requirements and received her yearly certification. She also participated in the annual required training on Anthems Model of Care.

Director Keith Emigh advised he had met with the County's new representative of the new Workmen's Compensation Carrier BITCO. He went through the ambulance and bases looking for things they could improve on in regard to safety. Director Emigh advised he will provide the information when he receives it from BITCO. Director Emigh advised the EMA Director Jacob Lippner and himself had met with J & K in regard to the PT25 radio updates. He advised they will be required to update their radios by the end of 2016 or the beginning of 2017.

In regard to personnel, Director Emigh advised he had called the last two applicants and was informed that they both had taken another position. Staffing ALS at all bases is a 24/7 ongoing process.

In regard to education, Director Emigh advised he had attended the quarterly LEPC meeting and the monthly safety meeting. They supplied a PAL Training (Pediatric Advanced Life Support) for all their paramedics. There was also a PHTLS (Pre-Hospital Trauma Life Support) offered by the Plymouth Fire Department. Director Emigh advised he had received the following classes last month: HASMAT Awareness; Active Shooter, Autism Spectrum Disorder, Start Triage, ERG-Emergency Response Guidebook, Damage Assessment, Effective Communications, IDHS and IPCS 800 MHZ radio training, and Developing Volunteers. The Med Flight training scheduled for last month because of the snow storm is now scheduled for March.

Director Emigh advised he had received Rig 0086 back from Dobson's with the new engine in it and it was on the road for two days and then developed a valve cover leak. The valve cover was repaired, under warranty. They are now waiting on the order of a heater motor for the back of the rig. The new heater motor should be repaired and the rig should be back in service by next week.

Director Emigh advised routine base maintenance was done at all the bases. They had no safety injuries for the month of February, and they are constantly looking at ways to save money on their supplies and services.

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

Superintendent Rik Ritzler appeared before the Board to present his monthly report. He advised the winter is near its end. Since it was a milder winter less salt, sand, diesel fuel, few plow blades, and other winter items were used. The minimum required salt bid was used which was 950 tons, or 80% of the bid of 1,250 tons. He noted his bid was submitted that day for next year and they will be once again bidding the 1,250 tons of untreated salt, and will also be adding an additional 100 tons of treated salt which is now used on main routes and areas that tend to be more icy than others.

Superintendent Ritzler advised they had recently refined their diesel fuel bidding process. He advised he will have a more precise amount when he complies with all the winter costs later on this month. In regard to the Frost Law, he advised a total of 27 permit requests have been received since the frost law signs were put up on Feb. 1<sup>st</sup>. He advised they are still seeking ways to improve that ordinance. He noted the biggest question is enforcements on non-compliant heavy haulers.

Superintendent Ritzler advised they will begin working on culvert replacements, brush cutting, potholes and other frost repairs, sand and gravel stockpiling, oil bids for asphalt, road assessments and repair selection, mowing crew, bridge maintenance crew, and bridge replacement plan update for the month of March. He also advised they will begin Safety and Training classes in meth awareness, LTAP Road Builder Class with Drainage Road School, Chair saw and brush equipment inspection, Work One Apprentice Program/SCILL Center Internship Program, and Storm Water Drainage Conference with Surveyor.

In regard to the Facility Update, he advised he will be bidding for a fire prevention system and the alarm system with ADT. He advised those will be completed without any extra costs as they will be using the savings from fuel.

He stated he expects to hear at Road School about HB1001, additional funding, on Tuesday, March 8<sup>th</sup>. Superintendent Ritzler also prepared a mapping of Bridge projects and their status and situation.

Superintendent Ritzler also explained he had a copy of his 2014 Highway Department Report for the SBOA. He was asking the Board to sign the letter to be sent on to the State Board of Accounts.

President Danford left the meeting with chest pains.

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

Commissioner Norem made a motion to approve the pay claim for the pay period ending on 2/13/16 with a pay date of Feb. 19<sup>th</sup> in the total amount of \$211,099.98, and the pay period ending on 2/27/16 with a pay date of March 4<sup>th</sup>, in the total amount of \$215,304.11. Commissioner Binkley seconded the motion and it passed with all ayes.

Commissioner Norem made a motion to approve the vendor claims docket that she had thoroughly reviewed in the total amount of \$207,141.22. Commissioner Binkley seconded the motion and it passed with all ayes.

Commissioner Norem made a motion to approve the minutes of the Feb. 15<sup>th</sup> meeting. Commissioner Binkley seconded the motion and it passed with all ayes. Auditor Chaffins had presented reports of the Fund Balances as of 3/7/16 and the Estimated Revenue Report as of 3/7/16.

## **IN OTHER BUSINESS TO COME BEFORE THE BOARD**

### **Knox-Winamac Community Health Centers**

Cathy Robb appeared before the Board with a letter of support on the Knox-Winamac Community Health Center. She advised it was not a proposal for grant money but just a letter of support. Commissioner Norem made a motion to approve the letter. Commissioner Binkley seconded the motion and it passed with all ayes.

### **Microvote General Corporation**

Commissioner Norem asked Clerk Vicky Cooley if it were an issue if this was tabled for two weeks until the next Commissioner meeting as the Judge, Kim Hall, expressed his concern for security during the election. Clerk Cooley expressed her displeasure at the timing of the incident and advised it would throw off the plans of Microvote as they were planning to be there next week to set up the ballot. Commissioner Norem stated Clerk Cooley would need to meet with the Judge to discuss his issues and concerns with the election security.

Commissioner Norem made a motion to contract with Microvote General Corporation in the 2016 Infinity Voting System Annual Maintenance Agreement. Commissioner Binkley seconded the motion and it passed with all ayes.

Commissioner Norem advised in regard to the DNR and the Gypsy Moth Treatment, President Kent Danford will call the DNR, and it will be tabled until their next meeting.

Sheriff Bill Dulin appeared before the Board bringing back his renewal for the Starke County Inmate Healthcare Services Agreement. The Sheriff stated he had removed the offsite pool from the contract. County Attorney Marty Lucas advised he had reviewed it and it appeared to be as the Sheriff stated. Commissioner Norem made a motion to approve the agreement effective March 7, 2016. Commissioner Binkley seconded the motion and it passed with all ayes. Three copies of the document were signed.

Brian Pinson, IT Director, gave a brief report. He advised he had met with a fiber company from LaPorte and they had measured out the area but the representative with CenturyLink has suffered a heart attack so they are on hold at this time. He advised he has not received any complaints from the Jail in the meantime. He advised they have installed a web server and a spam filter which affects the email. That spam filter has affected over 10,000 emails in the last week. He also advised if he could hire an interim from either Ancilla or Ivy Tech who would only have administrative rights and would be at no cost to the County. Commissioner Norem suggested writing up his proposal for the interim as a job description.

## **PUBLIC COMMENT**

There were no public comments at this meeting.

There being no further business, Commissioner Norem made a motion to adjourn the meeting. Commissioner Binkley seconded the motion and it passed with all ayes. The meeting was adjourned at 6:47PM.

**March 7, 2016**

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Kent Danford, President

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Donald Binkley, Vice President

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Kathryn Norem

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