

**MONDAY, APRIL 3, 2017**

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 Commissioner President Don Binkley.

**RE: EMS MONTHLY REPORT**

EMS Director Keith Emigh appeared before the Board to present his monthly departmental report. He advised he had collected \$870.44 from Collection Attorney Jonathan O'Hara and a total of \$615.66 from Small Claims Court throughout the month of March. He stated the total number of runs completed in March was down but he was expecting a larger month in April; he also stated the accounts receivables are \$11,062 over last year at this time. He noted billings had not been completed the last week of March due to Clerk MaryLynn Richie's vacation.

Commissioner Norem inquired if he had a backup for the billings. Director Emigh stated he replies on Deputy Clerk Nancy Coad for small claims and other work but she does not complete billings. Commissioner Norem suggested he complete some cross training so if need be Clerk Coad could complete the billings.

In regard to Operation Procedures Director Emigh advised the billing of Blue Cross electronically is going well. Even though the amount of time they pay the claim is the same, the difference is the time it takes the claim to get to them electronically compared to mailing it. It also allows for correcting any errors on the claim the same day it had been submitted. He advised Clerk Richie had completed another class with Medicare/WPS called Multi-Factor Authentication. It has provided a more secure logging into Medicare.

Director Emigh stated he has been applying for grants for the EMS Service. He stated he has been working with Jay from the State EMA/EMS. Commissioner Norem inquired as to the purpose of the grants and he advised it was for EMS equipment, power cots and monitors.

In regard to Personnel Director Emigh noted he had one interview last month with a part time EMT. He stated he had hired her but was now waiting on receiving her State Certification.

Commissioner Norem inquired as to the number of Paramedics he has hired. He advised he had 40 Paramedics.

In regard to Education, Director Emigh stated he had attended GIS training and PHTLS training at Woodlawn Hospital. He also attended a Q & A Session and ACLS training at the Knox Hospital; and he attended a Weapons of Mass Destruction Training with a Hazmat Class.

Director Emigh advised all the rigs had routine maintenance last month and routine maintenance was performed at all EMS Bases.

Director Emigh stated one of their employees went to the Clinic to get checked out for a back strain but didn't miss any work because of it.

He also stated he is constantly looking at ways to save more money on their supplies and services.

**RE: PORTER STARKE SERVICES REPORTS**

Carmen Pearman of Porter Starke Services advised she just wanted to advise the Board and those present that Porter Starke had developed a new program to assist Pregnant Women who are involved in drug use. She also left program brochures for the public.

**RE: COUNTY HIGHWAY DEPARTMENT MONTHLY REPORT**

Highway Superintendent Rik Ritzler appeared before the Board to present his monthly departmental report. He advised in regard to Winter Operations they encountered some snow events last month with the worst one on March 15. He noted the drivers got an early start that day at 4AM so by the time employees were on their way to work it appeared they hadn't plowed the roads yet. He noted he will be presenting the totals of their winter costs during next month's report.

The Superintendent had supplied a picture showing their Strategic versus Tactical Planning which shows their Daily Work Assignments. He also showed maps that they had made listing their different projects.

Superintendent Ritzler advised of the Current Bridge Projects with their being 3 to take place in 2017 and 3 to take place in 2018. He noted the current Bridge Maintenance Contracts include

Bridge 66, Range Road at CR500S, north of Bailey's. The approach repair and grate replacement will cost approximately \$27,000.00. They will be tightening bolts on their seven wooden bridges for an approximate cost of \$3,000.00. Guardrail upgrades to current standards for 35 of the County Bridges is also being included with an approximate cost of \$100,000.00. He noted they will be able to complete the first two this year but the third item will be completed in 2018 when the Cum Bridge Fund tax allotment has been reestablished.

In regard to Culverts and Drainage he advised the County has a total of 704 culverts and they plan on replacing a total of 50 pipes this year. In 2016 they completed 37 replacements and have done 14 thus far this year.

In regard to Roadways, Superintendent Ritzler stated in April they will be re-stoning about 50 miles of County Gravel Roads. He noted they will be making their first batch of Cold Mix Asphalt which they plan on using in May. The mowing operations will begin in the next two weeks. He noted they will have six mowers out on the road at all time, barring breakdowns. He stated they will have two brush chopper mowers operating throughout the County to help clear brush. Mowing operations usually last into October. He also noted last week they had met with four paving companies to discuss the cost for hot mix expansion. He advised the talks went well and he expecting a savings of almost \$40,000.00 a mile from \$100,000.00 to approximately \$60,000.00. He stated the costs are lowered due to the quantity of roads they plan on paving; using a less strict mix design from INDOT standards; less of the roads need full depth milling and they will be doing much of the prep work (wedging, berming, and shoulders); and asphalt prices have slightly reduced in the last year.

Superintendent Ritzler advised of the Safety Training the Department will be receiving in the month of April and May. He noted they had an employee involved in an accident this month and they also experienced only one Workman's Comp Claim.

He also advised as weather permits the roofing contractors will be replacing the rood over the office area and resealing the garage area roof.

He also spoke of HB1002 and the changes in the bill between House and Senate Committees. He noted now the bill has been reduced from an 80/20 matching amount to 50/50; very few additional funds will be added to the MVH accounts for Counties; there will be an increase to the LRS Fund (Local Road and Street); money available to Counties will be in the form of matching funds which makes it more imperative that they have a reliable source of matching funds; the gas tax will be increased in two 5 cent increments instead of one 10 cent; there will be a 25 cent increase to the \$5.00 tire fee.

## **RE: HIGHWAY DEPARTMENT HEAVY TRUCK ORDINANCE**

County Attorney Marty Lucas advised he had composed a rough draft of the Heavy Truck Ordinance which revolves around a network of County Roads designated as truck routes. He stated trucks over 36,000 lbs. can only use those routes or State routes for basic, habitual traffic. He advised buses are exempt and so are delivery trucks and agriculture work. He also noted fines will begin at \$100.00. Commissioner Norem asked where the money would be deposited. Superintendent Ritzler stated he had discussed this with the Sheriff and they have agreed to split it 50/50 between two funds. Attorney Lucas advised he will research where the funds should go. Commissioner Norem stated she would like to see it split between both Departments. Attorney Lucas advised he did not expect this ordinance to create much money. Lee Nagai, in the audience, asked for more time to look over the proposed ordinance. He stated he wanted to share this with other farmers. Mr. Nagai was asked to include the Superintendent in his conversation. Ritzler advised there are 6-7 people on the Committee including Councilmen Brad Hazelton and Freddie Baker. He stated they will be meeting again in two weeks. Commissioner Norem made a motion to move forward with this ordinance as this was the 1<sup>st</sup> reading. Commissioner Chesak seconded the motion and it passed with all ayes.

## **CADA PROCLAMATION**

Annette Van Schoyck of CADA appeared before the Board with a Proclamation declaring the month of April as Child Abuse Prevention Month. Commissioner Norem read aloud the Proclamation. Commissioner Norem made a motion to approve the Proclamation for CADA. Commissioner Chesak seconded the motion and it passed with all ayes. Ms. Van Schoyck advised they have over 28 exhibits on display around the County at the libraries, Doctor's Offices and at various businesses.

## **PRAIRIE TRAILS CLUB**

Steve Lucas of the Prairie Trails Club explained they would like to see some extensions of the trails that run through the County. He stated they would like a northern extension on Range Road to Bailey's Discount Center; north on CR450E to the southwest corner of Bass Lake and north on CR600E to the Bass Lake Campground. He advised they are asking to delegate the three roads. He then introduced Trail Club President Bruce Fingerhut. Mr. Fingerhut spoke of the American Discovery Trail which runs from Delaware to California and it runs through the County. He also spoke of US Bike Route 35 which runs from Ontario, Canada to the Gulf of Mexico. He advised that route begins in Starke County on US421 to US35. He advised the Prairie Trails Club began in 2006. They were able to have the trail paved thanks to the State Stimulus Money.

He also noted the trail route running north on Range Road to Mark Bailey's they would like to create a trail shelter there at Bailey's Store. Commissioner Norem made a motion to accept the proposed trail routes as additional routes. Commissioner Chesak seconded the motion and it passed with all ayes.

### **OUTDATED PANIC BUTTON SYSTEM**

Surveyor Bill Crase appeared before the Board. He advised IT Director Brian Pinson could not make the meeting. He advised the Panic Button System is an outdated security system. He stated he is proposing a Little Green Button System which is accessible on the monitor of each employee's computer. When they need to access the button when there is a disturbance in their department they click on the green button and it will access 911 Emergency Dispatch.

Commissioner Norem asked him to show it to the Department Heads. He advised it will also include the Highway Department and Solid Waste Dept. which the current system does not include. Surveyor Crase advised there is a \$436.16 yearly fee which will be covered by the IT Director out of his 2017 Budget. He also noted there is a 21 day free trial period. It was decided that Brian and Bill will meet with each Department and show the system to each Department Head.

### **EMA DIRECTOR'S REPORT**

EMA Director Jacob Lippner advised he has received the Jeep from the Highway Department and he will be driving it locally only. He also noted he has received approval on a \$14,399.00 grant in regard to Cyber Security and was told he could go ahead and make the purchase and then be reimbursed. He stated he has applied for a \$4,000.00 grant to purchase a couple of radios. Director Lippner stated he has also held an LEPC Meeting which was the 1<sup>st</sup> one this year. He had a good response for the meeting. He also advised the grant inventory pickup has been rescheduled for next Thursday.

In regard to the radio system in the County he provided maps, which he had received from Miner and Motorola, showing the areas of the County that had good radio reception and the areas that do not. There was a brief discussion in regard to who had processed the map and how it was created with what system. Commissioner Norem stated she would like to see a format listing options from all companies to improve coverage in all areas. Commissioner Binkley stated he would like to see an answer from J & K Communications. Director Lippner stated they believe they need more towers/antennas but the price quote he had received for antennas was 2-3 million dollars. Director Lippner advised he is waiting on a response from Bartronics and from J & K.

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

Commissioner Norem made a motion to approve the Vendor Claims Docket in the total gross amount of \$158,972.01. She advised it also included a claim from the Recorder in the amount of \$418.37 that needed to be added to this claims docket. Commissioner Chesak seconded the motion and it passed with all ayes.

Commissioner Chesak made a motion to approve the Payroll Claims Docket in the total gross amount of \$226,153.21 with the pay period ending on 3/25/17 with a pay date of March 31, 2017. Commissioner Norem seconded the motion and it passed with all ayes.

Commissioner Norem made a motion to approve the Building Corporation Claims Docket in the total gross amount of \$264,845.93. Commissioner Chesak seconded the motion and it passed with all ayes.

Commissioner Chesak made a motion to approve the minutes of the March 20<sup>th</sup> meeting.

Commissioner Norem seconded the motion and it passed with all ayes.

Auditor Chaffins advised she had submitted the TIF Report to the State via Gateway but was asking about the Redevelopment Committee if they had their 1<sup>st</sup> meeting yet. The group was appointed in 2015. After a brief discussion Commissioner Norem stated she would volunteer to contact the appointed members and advise them that the Board expects them to meet and report back at the next meeting. She asked that Attorney Lucas attend their meeting and to get them organized.

Auditor Chaffins also advised she had been given a claim for payment, a reimbursement to the Sheriff's Commissary Fund for damages to a squad car. She stated the Sheriff marked on the claim for it to be paid from the Cumulative Capital Development Fund and she wondered if the Board agreed with that. They decided instead of Fund 1138 the claim should be paid out of Fund 4919, the Therapeutic Community Program Fund.

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

Commissioner Norem advised the Open House of the remodeling Projects will be held on Tuesday, April 18<sup>th</sup> from 11AM to 2PM. She also noted they will need to rename the Old Jail Building and will be taking suggestions at the Open House.

Sharon Smead advised a horse trail runs alongside the bike trail from English Lake to North Judson and she is asking for help with cleaning and maintaining the vines and honeysuckle growing on the trail. Commissioner Norem advised her brother-in-law is an officer in the Golden Horseshoe Saddle Club and she will see if he would like to make a donation. Mr. Fingerhut also advised that in the past the Boy Scouts have helped cleaning the trails.

Les Jensen of the Bass Lake Fire Department appeared before the Board to ask permission to use the County's radio license for use by the BLFD/California Township. He noted he had first asked the Board at their March 20<sup>th</sup> meeting. He advised the Board he had applied to join the County's Association and the application was approved.

## **PUBLIC COMMENT**

Scotty Eskridge asked to be able to park a truck and horse trailer in the Rest Park area on SR10 so he wouldn't have to park it alongside a County road when he wants to ride horses on the trail. He was told he would need to attend the Trail Group's meeting and ask their permission as they are the one who has authority over that area.

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 7:34PM.

**April 3, 2017**

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Don Binkley, President

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Kathryn Norem, Vice-President

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Charles Chesak

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