

**April 15, 2013**

Pursuant to adjournment comes now the Starke County Council and meet in a regular session at 5:30PM in the Annex Building Meeting Room, Knox, Indiana, with Dave Pearman, Tony Radkiewicz, Marvin McLaughlin, Robert Sims, Bryan Cavender, and Freddie Baker present, and the following proceedings were held to wit:

The meeting was called to order by Council President, Dave Pearman. He advised Councilman Mitch Semans was ill and could not attend the meeting.

**RE: MINUTES**

Councilman Baker made a motion to approve the March 18th Council minutes, seconded by Councilman McLaughlin. The motion passed with all ayes.

**RE: PROSECUTOR REQUEST FOR SUMMER INTERN & TITLE IV-D CASE WORKER TRAINING PERIOD**

Starke County Prosecutor, Nick Bourff, appeared before the Council. He advised he would like to hire a Summer Intern, a college age, or law school student, to work in his office during this summer. He noted he did not have one in 2012, but did in 2011. He advised the funding would come from the Pre-Trial Diversion Fund, or if work was done on child support case, that portion of the funding would come from the Title IV-D Prosecutor's Fund.

Councilman Sims made a motion to create the Prosecutor's Summer Intern position, seconded by Councilman McLaughlin. The motion passed with all ayes.

A second item the Prosecutor addressed was a case worker in his Office, Judy Jones, will be retiring effective on May 31, 2013. His request is to be able to hire the replacement and have them begin their employment on May 20<sup>th</sup>, allowing them to work eight days along with Ms. Jones, as a training period. He advised the funding for that training period would come from the Title IV-D Fund. He noted the Title IV-D funding can only be used for limited items and this was one of them. Councilman Cavendar made a motion to approve his request for the training period, seconded by Councilman McLaughlin. The motion passed with all ayes.

**RE: MODIFICATIONS TO THE COUNTY'S TRAVEL POLICY**

County Attorney, Marty Lucas, advised he had completed the modifications to the County's Travel Policy, as recommended by the Board of Commissioners, and as it is the responsible of the Council to set the policy, it was being presented to them now for their approval. He advised the main purpose of the modifications was to address some of the issues the Commissioners were experiencing in the approval of vendor claims, and the Auditor's Office should return the claims to the submitting Department if the proper documentation is not accompanying the claim, or if there are issues with a reimbursement request instead of presenting it to the Commissioners for approval. Attorney Lucas, along with President Pearman, addressed the items of the policy that were amended. They are as follows: item # 5: the item was added to the policy—over-night expenses for travel of less than fifty mile requires preauthorization. Item # 7: the amendment—when two or more employees are traveling the same general route for the same general purpose, one vehicle should be driven if administratively feasible. Item # 8: Amended item—in no case shall the allowable mileage reimbursement exceed the actual map mileage (such as Map Quest mapping, etc.). # 9: County employees may be reimbursed for the cost of parking and tolls when using a personal vehicle or a county vehicle. Item # 11: the allowance of over-night travel when the distance is less than fifty miles, such as when an early morning meeting is scheduled. To be reimbursable the expenses must be pre-approved by the supervising authorities. Attorney Lucas advised # 14 was substantially rewritten: A "meal" is defined as breakfast, lunch or dinner. Beverages (aside from those served at a meal), and snacks are not considered a meal and are ineligible for reimbursement. Gratuities and alcoholic beverages are also ineligible for reimbursement. Payment may be claimed for the county employee only. A county employee is not entitled to a subsistence allowance if travel is 50 miles or less from the work station or the employee's home. Beverages (aside from those served at a meal), and snacks may be eligible for reimbursement if due to a medical condition. The County may request documentation of the medial condition before paying for beverages and snacks. Expenses for meals incurred when traveling are initially the responsibility of the employee. When travel extends past one calendar day, the County may reimburse actual meal receipts not to exceed \$28.00 for each full day of the travel duration. For same day travel, the subsistence allowance is as follows: Breakfast \$6.50; Lunch \$8.50; Dinner \$13.00.

Attorney Lucas noted item # 16 was not a new issue but is new to it being added to the County's Travel Policy: A county employee may not receive, accept or retain any form of expense, lodging, transportation, meal or any other thing of value, good or service with respect to travel or conference attendance or related activities that is provided by another person, firm, company or other entity who is not legally obligated to do so unless such receipt, acceptance or retention is legal, ethical and does not create an appearance of impropriety. Auditor Chaffins inquired about the situation when attending a conference a vendor will take a large group of conference attendees out for dinner. Attorney Lucas advised that is not allowed for Starke County attendees, per the County's policy. Councilman McLaughlin made a motion to approve the policy as written, seconded by Councilman Radkiewicz. The motion passed with all ayes, and was signed by the Council. (A copy of the policy is on file in the Auditor's Office, and has been posted on the County's website.)

**RE: IU HEALTH- STARKE 1st QUARTER, 2013, CAPITAL EXPENDITURES REPORT**

Jarod Beasley, Interim President, and Rosie Heise, VP of Finance, of IU Health-Starke, appeared before the Council to present the 1<sup>st</sup> Quarter Capital Expenditures Report. Ms. Heise advised the \$42,828.00 in expenditures

in the first quarter of 2013 were actually appropriated in the 2012 budget. As a part of the report she also submitted a listing of items reported as Capital Assets, over a value of \$50,000.00. Questions were asked of Ms. Heise as to why items such as Systems Transition \$685,638.48 and Prof Svcs & Salaries \$ 240,533.69 were listed as assets. Ms. Heise advised there are situations when capital expenditures can be listed as assets and she will look into those items and report back. Attorney Lucas inquired is the assets could be listed and include also in the listing, the original asset cost, the total amount of depreciation per asset listed, and then the net amount after deducting the depreciation expense, of each asset listed. A copy of the 1<sup>st</sup> Quarter report is on file in the Auditor's Office. Commissioner Davis advised the next meeting of the Hospital Committee is scheduled for April 26<sup>th</sup>.

**IN OTHER BUSINESS:**

Councilman Baker inquired as to the mediation progress made by Councilman McLaughlin in his attempt to negotiate the amount of attorney's fees the BZA Board was ordered by the Court to pay. Councilman McLaughlin noted since the BZA had not filed an appeal of the Judge's decision, and since the Attorney's fees had already been paid by the Plaintiff, it was not possible to negotiate the amount the County would have to pay. President Pearman noted the claim for the payment of those fees was being presented to the Commissioners that night at their meeting, as part of the vendor claim process.

Councilman McLaughlin inquired as to what the situation is with the talk involving a County wheel tax. Councilman Baker advised he had read that day the legislation might not pass in the State that would require the County to implement a wheel tax. Commissioner Norem explained they had received word from the State that funding for the County Highway Department would increase substantially in 2014, but then were told if the County does not implement a wheel tax their funding would be frozen at the 2013 amount; they would be ineligible to receive the additional funding. She suggested calling the State Senators and Legislators to voice their opinions.

President Pearman advised he was contacted by 1<sup>st</sup> Source Bank who stated they were willing to manage the Sheriff's Pension Plan, which would have them replace Morgan Stanley. Councilman Sims questioned why the County would take it away from Morgan Stanley. President Pearman noted 1<sup>st</sup> Source Bank is managing the LaPorte County Sheriff's Pension Plan, and is now talking with Marshall County. Councilman Baker noted 1<sup>st</sup> Source Bank managed the Sheriff's Pension Plan during Sheriff Wilkus Minix' term and it did not turn out well.

President Pearman advised the next meeting of the Council will be held on Monday, May 20<sup>th</sup>.

Commissioner Norem advised there will be a meeting with Debbie Rykovich of CIGNA, addressing the increases in 2014 to the County's health insurance costs. She noted, as it will be posted as a public meeting she was inviting the Council to attend.

With there being no further business, Councilman Baker made a motion to adjourn the meeting, seconded by Councilman McLaughlin. The motion passed with all ayes and the meeting adjourned at 6:18PM.

**April 15, 2013**

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Dave Pearman, President

ABSENT \_\_\_\_\_  
Mitch Semans, Vice President

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Bryan Cavender

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Marvin McLaughlin

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Tony Radkiewicz

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Robert Sims

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Freddie Baker

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Katherine Chaffins, Starke County Auditor and  
Secretary to the County Council