

MONDAY, APRIL 18, 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 and Donald Binkley present and the following proceedings were held to wit:

The meeting of the Board of Commissioners was called to order by Commissioner Vice-President Don Binkley at 6:10PM. Commissioner President Kent Danford was absent.

DLZ & SKILLMAN DESIGN DEVELOPMENT

Scott Carnegie and John Kirk of DLZ presented an update of the Courthouse and Former Jail Renovation Design Development. In regard to the Site Improvements at the Courthouse they advised they would be closing the east entry of the building due to the relocation of the Prosecutor's Office; there will be new security hardware installed at the north and south doors limiting public & staff access (which is a bid alternate); a new sidewalk will be built encircling the building (also is a bid alternate); site furniture at east entry (bid alternate); and screening a mechanical areas along west side of building with limited landscaping (bid alternate). In regard to the Scope of Work: stabilize exterior and interior window sills; prime and paint exterior window frames and trim; replace broken panes; repair limited plaster around windows; weather strip/sealant at gaps in and around windows; exterior tuck pointing; exterior roof membrane at entry roofs (bid alternate); reconnect existing ventilation system to bathrooms and upper floor returns; modify the men's bathroom urinals for flush valves; repair water supplies in women's bathroom at wall corner and toilet; adapt old coal bins and exterior opening for condensate/flue piping (bid alternate); install four new furnaces to provide HVAC to the first floor (bid alternate); relocate Health Department to southwest corner of the building; construct Prosecutor's Suite; create a security checkpoint at west entry (bid alternate); secured entry at north and south (bid alternate); create uni-sex lavatory in northwest corner before security and adjacent to Health Department; relocate Child Services to former Probation Suite when Probation moves to former Jail; data and power improvements for Small Court (bid alternate); remove wall paper, ceiling tiles, flooring, and install new finishes and new bench at Small Court (bid alternate); and install chandelier winch (bid alternate). In regard Mechanical Improvements: ventilation system for basement restrooms; replace condensing units and DX coils; new temperature controls on existing radiators to remain; repair failed steam traps; provide exhaust fan for south side restrooms; repair & replace insulation on piping; replace seals on condensate pump; repair water supplies within women's basement bathroom; install new flush valves on basement urinals; and install new HVAC system for first floor (bid alternate). In regard to Electrical Improvements: replace cloth insulated wiring; replace "taped" splices with wirenut connectors; add equipment ground to main panel; replace main panel with 30 pole panel; provide added conduit for feeder; replace existing System Ground: label as Main Disconnect; replace temporary receptacles; correct poor grounding; replace top lugs to match feeder size; LED lighting installed in all new departments (bid alternate); provide smoke detection in attic (bid alternate); and mount powered winch in attic for safer access to chandelier (bid alternate). In regard to the Old Jail Building: New concrete ramps and exterior wheelchair lift for accessibility; masonry/concrete repairs with new guardrails/handrails; limited new siding/parapet repairs; and new limited landscaping. In regard to the Purdue Extension Office: new wheelchair lift to lower level for handicapped access; new vestibule at main entry; new handicap accessible lavatories; and kitchenette and storage cabinetry; new ceilings, flooring, and paint. In regard to Probation/Community Corrections: Interior demolition of entire south end of building; reconfigure for Probation/Community Corrections spatial needs; new ductwork and HVAC; new finishes; modify garage for new multi-purpose room; and new LED lighting, power, and data. A rough calendar of dates has been established with June 28th as the day to receive construction bids and July 6th as the date the Issue Notice to proceed will be set. Construction will begin by July 18th and should be completed by 12/30/16.

DLZ advised they will be meeting with the Historical Society when they are available.

Dion Katsourous, of Skillman, advised the project will costs approximately 3.5 million, but right now the project is at 3.3 million with \$150,000.00 in alternate and negotiated items. Clerk Vicki Cooley inquired about AC on the second floor. Mr. Kirk advised they would not be addressing the AC on the 2nd floor as it will be too difficult to obtain. He advised the 1st floor and the 3rd floor would both have AC. Commissioner Norem advised they will address the AC on the second floor as an addition to the project. Commissioner Norem made a motion to approve the design documents. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Binkley inquired about finishing the former recreation area at the old jail and making it into a room. They advised it is being considered as an alternative bid. The noted there will be a savings due to the generator and power at the old jail.

TODD WALLSMITH PETITION TO VACATE PLATTED EASEMENT

County Attorney Marty Lucas presented this issue before the Board. He advised Todd Wallsmith, who is representing Julie Vorm and Suzanne McLaughlin, has filed for a Petition to Vacate a Platted Easement from this Board. He advised the paperwork had been filed with this being the hearing date and place. He asked for those present at the meeting to ID their selves. Julie Vorm, owner and trustee of Lots 6, 7 & 8; Suzanne McLaughlin owner of Lot 10; and Cheryl Williamson owner of Lot 2 were present. Ms. Williamson advised her Father, Billy Williamson, owner of Lot 1, did not receive notice of the meeting. Attorney Lucas read off the names of those property owners who had received notice of the meeting but who were not present for the meeting. Attorney Lucas stated it would be more beneficial for a future hearing to be scheduled as it could take a good 2-3 hours.

Ms. Williamson stated this is the 4th time for this issue to go before a County entity. She advised the County does not vacate a petition of a platted easement, but it should be presented to the Court instead. She noted she has hired Patrick McEuen who will be representing her in court as there are complications from the last time this was presented to the County.

A meeting day was tentatively scheduled for Wednesday May 4th at 6PM. Commissioner Norem noted this is a public meeting and required a quorum of Commissioners.

James Demis of Hamlet advised he would like to be notified of any news in this petition.

SHERIFF BILL DULIN REQUEST FOR BUILDING MAINTENANCE

Sheriff Bill Dulin appeared before the Board and advised Marty and him are scheduled for a meeting to take place on Monday, April 25th at 2:30PM to discuss the comp time vs overtime situation for his department. He advised due to the fact he has a new facility the Council did not set any building maintenance into his 2016 budget but now he has a need for it. He brought in two price quotes for approval. The first one was from F.E. Moran for inspection and testing of the fire protection systems. The inspection will be performed annually and the cost per year for one year is \$1,160.00 and for a three year agreement the cost per year is \$1,130.00.

Sheriff Dulin advised the other item is from Mechanical Concepts who sent a proposal on the installation of an OEM filter box on two Lochinvar boilers. The cost for Mechanical Concepts is \$1,500.00. Commissioner Norem made a motion to approve the FE Moran invoice in the amount of \$1,160.00 for one year and is to be paid out of the Jail CREDIT Fund. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Norem made a motion to approve the price quote from Mechanical Concepts in the amount of \$1,500.00. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Norem advised the Sheriff he would need to receive approval from the Starke County Council for the appropriation of the Jail CREDIT Budget for those two items.

COUNTY HIGHWAY DEPARTMENT REQUEST FOR ROAD INVENTORY APPROVAL

Highway Department Superintendent Rik Ritzler appeared before the Board to request approval of his 2016 Road Inventory. He advised he had added two sub-divisions and some minor roads to the road inventory listing which would affect their road funding from the State approximately \$20,000.00. Commissioner Norem made a motion to approve the Superintendent's listing of Road Inventory. Commissioner Binkley seconded the motion and it passed with all ayes. Superintendent Ritzler provided a copy of the report he will submit to the State. He then introduced Dawn Winebrenner as the WorkOne Knox Representative. They then explained her work program and he advised he has some people using the program. He can use it up to 300 hours per person and will receive revenue from WorkOne for reimbursement. Commissioner Norem made a motion to accept Rik's WorkOne Agreement. Commissioner Binkley seconded the motion and it passed with all ayes.

GPS TRUCK ROUTE FOR THE KNOX INDUSTRIAL PARK & THE NORTH JUDSON INDUSTRIAL PARK

Starke County Economic Development Director Charlie Weaver appeared along with Rik Ritzler in presenting the GPS Truck Routes for the Knox Industrial Park. He advised the proposed truck route matches the City of Knox Ordinance for the trucks. He advised they will be entering the Industrial Park from SR8 and use CR300E to access CR50S. Director Weaver advised GPS will be advising the truck drivers how to drive it. He also noted they will not be able to block the roadway with the Railroad track for more than 15 minutes. Mr. Weaver also advised of the North Judson Industrial Park and the route they have maintained to the Industrial Park which is SR10 to Cincinnati St. aka North Luken St. They turn right on Sycamore until Mulberry St. Stay on Mulberry until arriving at Arlington Ave. Commissioner Norem made a motion to approve the GPS Truck Route for the Knox Industrial Park. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Norem then asked Superintendent Ritzler about his purchase of worker's boots for 2014 and 2015. A claim had been submitted for payment of boots purchased in those two years.

EMA DIRECTOR UPDATE REPORT

EMA Director Jacob Lippner appeared before the Board and advised the grant issue fell though that he was originally to discuss. Instead he discussed the radio program and advised of 152 800MHz radios only 109 are accounted for and have been keyed to provide information to IPSC.

He advised the EMA grant is in the amount of \$18,760.00 and can be used to purchase 800 radios. He also noted they have the ability to turn the old dispatch radios in to base stations. There are currently 10 radios that are known to be missing or broken but they have 8 possible base stations. Commissioner Norem made a motion to approve using a dispatch radio into a base station. Commissioner Binkley seconded the motion and it passed with all ayes. Director Lippner advised he would use the base station at EMS Base # 3. Director Lippner also advised he is getting Nixle, a free mass alert messaging service, utilized in Starke County. He advised it is set up and is ready to go.

REPORT FROM VETERAN'S SERVICE OFFICER

Veteran's Service Officer Mark Gourley appeared before the Board and advised he had spoken with all three American Legion Posts in the County. They have all agreed to receive their claim in the amount of \$2,000.00 each which will be approved on May 2nd. He advised he had met with all three posts and they all agreed to this. He provided a listing by Post of the cemeteries they will be addressing. He noted the North Judson American Legion Post would like to receive a listing of the Veterans buried in the Round Lake Cemetery. There was a brief

discussion in regard to obtaining a notification when a veteran dies. He advised he is working on that. He also reported if he is notified from family members that any buried Veteran were ignored on Memorial Day he will notify the correct American Legion Post. Commissioner Norem stated how they appreciate all that the Veteran's Officer does.

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

Commissioner Norem made a motion to approve the payroll claim for the pay period ending on 4/9/16 with a pay date of 4/15/16 in the total gross amount of \$217,741.90. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Norem made a motion to approve the vendor claims docket in the total gross amount of \$244,395.78. Commissioner Binkley seconded the motion and it passed with all ayes.

IN OTHER BUSINESS

Commissioner Binkley advised he had received a price quote from Atlas in regard to replacing broken roof tiles at the County Courthouse, in the total amount of \$1,973.33. Commissioner Norem advised they are the company that has repaired the roof in the past. Commissioner Binkley signed the price quote. Commissioner Norem made a motion to approve the yearly agreement with SRI raising the price per parcel from \$70.00 to \$75.00. Commissioner Binkley seconded the motion and it passed with all ayes. Commissioner Norem advised they are regretfully upholding the termination grievance of the County Employee. Commissioner Norem made a motion to pay the terminated employee their 105 hours of vacation time, 15 days of earned vacation time since January 1st, a total of \$548.55 and a reimbursement of health and dental fees paid in March for April, a total of \$191.99 for health insurance and \$15.00 in dental insurance. Commissioner Binkley seconded the motion and it passed with all ayes.

Commissioner Norem gave a brief presentation on the status of the Hospital. She advised the County has been moving forward with the Hospital terms and Attorney Lucas has received late Friday afternoon a proposal from the Hospital that Marty is reviewing. She also advised the County will be holding public meetings on the hospital before the lease is accepted.

MINUTES

Commissioner Norem made a motion to approve the minutes of the March 21st meeting as written and also the minutes of the April 4th meeting. Commissioner Binkley seconded the motion and it passed with all ayes.

PUBLIC COMMENT

EMS Director Keith Emigh approached the Board and advised Rig # 86 went down that day at 5:30PM. He inquired if he should make it a back-up unit instead of running it daily after having the rig repaired. He advised he is now having transmission issues with it. The Board stated it was fine for him to do that. Director Emigh also advised he is experiencing personnel issues. He advised he just lost one full time employee who quit and has five employees on medical leave. He noted they were injured on their other jobs. He announced he will need to hire two new full timers. He talked about establishing two new full time positions for his department. Commissioner Norem advised it will require both Commissioner approval of the positions and then the Council would need to add two more full timers to the budget. Director Emigh advised he could only provide Basic Coverage for now. Commissioner Norem asked him to complete a financial analysis/a cost spreadsheet on his employees prior to the next meeting.

EMA Director Jacob Lippner inquired about what the hospital is doing to grow the facility. Commissioner Norem responded it was an excellent question for the hospital representatives to address during this process.

There being no further public comment and 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 adjourned at 8:03PM.

APRIL 18, 2016

ABSENT _____
Kent Danford, President

Donald Binkley, Vice President

Kathy Norem

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