

Monday, May 2, 2011

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 9:00am in the Annex meeting room, Knox, Indiana, with Dan Bridegroom, Kathy Norem, and Jennifer Davis present and the following proceedings were held to wit:

RE: PAYROLL AND VENDOR CLAIMS

Commissioner Davis made the motion to approve the payroll claim for the pay period ending April 16, 2011 in the amount of \$ 163,082.02 seconded by Commissioner Norem; passing with three ayes.

Dan Bridegroom presented the pay claims for the period ending May 2, 2011. The amount of the claims totaled \$ 246,296.45. Commissioner Bridegroom stated he had a question for the Sheriff regarding repair work that was done, and why the Sheriff hadn't taken the vehicle to the County Highway Garage, but he stated he would talk to the Sheriff. Commissioner Davis made a motion to approve the claims for payment, seconded by Commissioner Norem. The motion passed with all ayes.

RE: MINUTES

Kathy Norem made a motion to approve the draft of the minutes of the April 26th meeting with the hospital representatives; Commissioner Bridegroom seconded the motion since Commissioner Davis was not in attendance. The motion passed with all ayes.

Commissioner Norem made the motion to approve the draft of the minutes of the April 27th meeting regarding the jail roof repair bids; Commissioner Bridegroom seconded the motion, since Commissioner Davis was not in attendance. The motion passed with all ayes.

The final minutes of the following meetings were then signed: April 1st CAMS meeting, April 4th regular meeting, April 4th radio banding meeting, April 6th paramedic chase meeting, and April 11th CAMS meeting.

RE: EMS

Mary Lynn Ritchie, EMS Clerk, appeared before the Board with a presentation of a list of account write offs. Commissioner Norem inquired if there was a problem with the transportation of a prisoner via ambulance. Ms. Ritchie stated she was not familiar with one but would check into it and get back to them.

RE: COUNTY HIGHWAY

Steve Siddall, County Highway Superintendent, appeared before the Board to report that the Amount of damage caused by the flooding at Range Road and CR400N could be between \$ 9,000.00 and \$ 10,000.00. He also stated he has received a bid from Debco Metal Culvert, in Francesville, In. regarding the Bridge # 156 project. A copy of the proposal is on file in the Auditor's office. A discussion was held regarding the Debco proposal noting that this would be necessary if the county went with Lee Nagai's proposal for the bridge repair.

Also appearing before the Board was Michael McCool and Kara Slusser of Beam, Longest & Neff. They discussed the possible consequences if the county did not pursue the federal funding of the Bridge # 156 project.

Commissioner Bridegroom stated there would be a special meeting of the Board of Commissioners on Friday, May 6, at 11:30am and one of the items being discussed would be the Bridge # 156 project.

RE: RON SIMONI & THE COTTONWOOD DITCH

Mr. Simoni appeared before the Board to declare his frustrations in the cleaning and maintaining of the Cottonwood Ditch in the area of CR200S and CR100E. Commissioner Bridegroom advised him he needs to take this issue in from of the Drainage Board and they were meeting on Tuesday morning, May 3rd.

RE: IT/JAIL CAMERAS

Robert Smith, IT Director, appeared before the Board with a copy of a quote from Vermillion for additional expense regarding the jail camera system. Commissioner Norem advised if the Sheriff has a proposal he wants the Commissioners to approve, the Sheriff needs to present it in person. Commissioner Bridegroom stressed an officeholder should be present when their office is discussed. Commissioner Norem made a motion to table the request until the Sheriff is present, seconded by Commissioner Davis. The motion passed with all ayes.

Bob Smith then discussed the video arraignment situation. He advised the court system is requesting another video phone to allow the prosecutor to be involved. He stated Judge Hall has a concern with needing a wider

view of the jail. He stated Judge Hasnerl is currently using the system. The only problem is that the jail does not have a dedicated room and therefore the recording is picking up additional sounds. He advised the cost of the improvements would be \$ 1,729.00. Commissioner Norem made a motion to accept the quote on the additional work to the video arraignment system, seconded by Commissioner Davis. The motion passed with all ayes.

RE: EMS

Mary Lynn Ritchie advised the Board she had checked into the situation concerning the transportation of prisoners. She advised they were contacted by the Sheriff's Dept. to transport two prisoners to the psychiatric hospital on a court order, because the Sheriff's Dept. did not have an officer available to transport. She stated they were told there wasn't a medical reason to be transported via ambulance, and the county wouldn't be compensated on a court order. That is why they didn't transport the prisoners. Officer Dulin advised they waited for an officer to be free, since it wasn't a medical situation.

RE: PUBLIC HEARING:

At 11:10am Commissioner Norem made a motion to open the public hearing, on Starke County Ordinance 2011-03: Restrictions on Firearms and Other Weapons at Courthouse Facilities and Public Meetings. County Attorney, Marty Lucas summarized the ordinance. There were no questions or comments from the Public. At 11:15am Commissioner Norem made a motion to close the public hearing portion of the meeting. Commissioner Davis seconded the motion, and it passed with all ayes. Commissioner Norem then made a motion to adopt Starke County Ordinance 2011-03. Commissioner Davis seconded the motion, and the motion passed with all ayes. Marty Lucas recommended that signs be posted outside county facilities and all public meeting locations about the ordinance and stating its ordinance number. The auditor was asked to forward on the ordinance to other area units regarding the notice and public meetings. A discussion was then held regarding the directories inside the courthouse and the possibility of moving the existing directories to another location inside the courthouse, and save money instead of making new directories.

IN OTHER BUSINESS:

Commissioner Norem asked that the opening of the jail HVAC quotes be postponed until the next meeting.

Marty Lucas stated he is not certain the county is obligated to have a tax sale every year. Commissioner Davis inquired if the hold up on setting a date for the fall tax sale was the Treasurer's refusal to set a date. Commissioner Bridegroom stated it is important for the county to get that property back on the county tax rolls. Commissioner Davis made a motion that the Commissioners should send the Treasurer a certified letter requesting her to set a date for the tax sale. Commissioners Norem seconded the motion and the motion passed with all ayes. Commissioner Davis stated she would compose the letter. Commissioner Davis made a motion to accept a proposal from the Auditor's Office that would allow for vendor claims be processed per Commissioner meeting, allowing for the payment of claims twice monthly. Commissioner Norem seconded the motion, and it passed with all ayes. The new procedure would begin with the first June meeting. Commissioner Norem asked the Auditor to notify all department heads of the new procedure and claims dates.

Bob Hinojosa of County Corrections appeared before the Board requesting their signatures on a grant award agreement, EDSD25-12-052. Commissioner Norem made a motion to approve the agreement, seconded by Commissioner Davis. The motion passed with all ayes and the document was signed. Commissioner Bridegroom commended them on a job well done. Mr. Hinojosa also announced that May 1-7 was proclaimed Corrections Employee's Week by the Governor of the State. Commissioner Davis read the proclamation.

Steve Dodge inquired if the Board has checked into the railroad property issue. Marty Lucas stated since his client has sold their property, he no longer had a conflict with handling this issue for the Board. Commissioner Bridegroom stated he would like to streamline this process since the prospective landowner was wanting to convert that land into farm land and it would put that property back on the tax rolls. Commissioner Norem made a motion to proceed with the sale of the property, seconded by Commissioner Davis. The motion passed with all ayes. Marty stated he would check with his client and make sure they don't have a problem with him handling the paperwork.

Frank Lynch, Health Dept. Office Manager & County Health Nurse, inquired if the Board had made the final approval on the Health Department's proposed increase in fees. The new fees have been advertised. He was told to be placed on the agenda for the next meeting.

Commissioner Bridegroom next addressed the hiring procedures in the county. He stated someone had been hired before the paperwork and new employee drug testing had been conducted. He reviewed the process: the position needs to be posted for three days. Then the candidate for hire completes the application and goes through a criminal check and pre-employment drug test. Then the new hire needs to complete all the necessary paperwork with the Human Resource Deputy, Dona Hoban in the Auditor's office. Commissioner Bridegroom stated he would like to see the department head, doing the hiring, appear before the Board to tell the Board about the new hire. Commissioner Norem stated it is important that a copy of the job description of the position to be filled, is on file with Dona at the same time of the notification of the posting. She should then also send that posting to the IT Department for posting online. Commissioner Davis stated she would type up the steps for the proper procedure that should be filed and submit that to Dona. Discussion followed regarding that the new hire could be subject to being laid off if the proper procedure is not followed by the department head.

Commissioner Davis stated Gary Fisher from RQAW, would like to schedule a work session in reference to CAMS. The date of the meeting was set for Thursday, May 19th, at 5:00pm.

Commissioner Norem made a motion to sign the following paperwork, seconded by Commissioner Davis. At this time in the meeting the proposal from Northern Indiana Roofing for the jail roof repair was signed by Commissioner Bridegroom. The total cost of the project is \$ 49,300.00. The proposal was approved at a previous meeting.

Commissioner Norem announced the Biometrics Screening that will be held on Wed., May 11, at the Knox Community Center. She stated they have 40 employees signed up. She also stated that since the employees will have to fast for the screening, she would like to purchase some groceries to give the employees a light breakfast.

Commissioner Norem announced that a class action law suit has been filed against the county, Jack Haut vs. the Starke Co. Sheriff & the Starke County Commissioners, Cause number 3:11CV179. Marty advised the liability insurance carrier needs to be contacted. Marty then summed up the law suit to the media.

Commissioner Bridegroom stated the need to address the carpet issue in the Annex Building. He stated the carpet is not repairable and the county shouldn't wait until someone gets hurt. Commissioner Davis made a motion to replace the carpeting in the Assessor/Treasurer Office on an emergency need basis. Commissioner Norem seconded the motion and it passed with all ayes. They advised they should get the quotes for the meeting on Friday, May 6th. They should also have the carpet store look at and get a price for changing the carpet in the meeting room, but get that in a separate quote. Commissioner Davis stated she would call for quotes.

In reference to the County's travel policy, Commissioner Norem made a motion that the Board of Commissioners officially recommends, for County Council approval, the travel policy that was prepared by Marty Lucas. Commissioner Davis seconded the motion, and it passed with all ayes. They advised the Auditor to place the travel policy on the Council's agenda for the next meeting.

Commissioner Norem made a motion to adjourn the meeting, seconded by Commissioner Davis. The motion passed and the meeting was adjourned at 12:43pm.

May 2, 2011

Dan Bridegroom, President

Kathy Norem, Vice President

Jennifer Davis

Katherine Chaffins Auditor &
Secretary to the Commissioners