

MONDAY, MAY 7, 2018

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 Binkley.

EMS MONTHLY REPORT

EMS Director Travis Clary and Clerk MaryLynn Richie appeared before the Board to present the EMS Monthly Report. Clerk Richie advised the number of runs during the month of April had improved over previous months and the percentage of transfers have also increased. She stated she had received a total of \$1,221.53 from Small Claims Court and \$701.08 from Collections Attorney Jonathan O'Hara. Clerk Richie also noted that the accounts receivable for the month of April had increased over last April but they are still slightly down for the year.

Director Clary advised in regard to Operations, they have now received payment for 2016 traditional Medicaid. Payment for the 2016 Managed Care Medicaid entities is still being calculated. He noted the 2017 Medicaid cost report is completed and has been submitted. He stated they are waiting on a software update from the report writing vendor. Director Clary advised the update is mandatory for them to complete the reports.

In regard to Personnel, Director Clary advised they have been getting a large response from social media in regard to part-time employment. He noted he has hired three Part Time Paramedics since the last meeting. He stated he has also hired a Part Time Basic EMT. He stated he had selected three of the current Full Time Paramedics to move up to the role of Paramedic Shift Captain. They entered their new roles on May 1st.

In regard to Education, Director Clary advised they had completed the monthly Audit and Review with Starke Hospital. They will be having a Pediatric Advanced Life Support Class; collaborating with local fire departments to concentrate more on "trauma trainings", and will hold vehicle extrication training, water rescue training, and training on farming injuries.

In regard to Ambulance Maintenance, Director Clary stated routine services were performed on most of the ambulances. Medic 1 (3308) has been out of service since April 9th. It is at the Plymouth Chevy Dealer for DEF System issues and now they are replacing the turbo in that rig. Also rig 0086 is out of service with sensor issues.

In regard to Station Maintenance, Director Clary advised routine station maintenance was performed at all bases with no issues.

In regard to Safety, Director Clary advised the EMS Department remained injury free for the month of April. He noted they we offered Slips, Trips, and Falls Training through the Insurance Company.

In regard to Grants, Director Clary noted they received some excellent news last week in regard to one of the grants he had applied for. He stated they are in the next round to possibly be able to purchase two Lucas Devices for the ambulances. He advised he will be meeting with the Community Foundation Committee on June 28th; give them a brief presentation, and answer any questions they may have.

In regard to Public Relations, Director Clary advised they have been holding mock crashed at the local high schools. They attended the "touch a truck" day at Little Lambs Preschool. They showed an ambulance to a local Girl Scout troop and assisted with Donkey Basketball at Knox High School. He noted they are in the process of setting up CPR courses for two local factories.

In regard to Meetings, Director Clary advised he meets at least weekly with the Starke Hospital Staff. He meets with the Medical Director/EMS Coordinator; participated in recent flooding meetings; and the Local Emergency Preparedness meetings. He stated he also attended the US30 Coalition Meeting and assisted with the need for emergency responders for that location.

In regard to ALS Non-Transport Vehicle, Director Clary advised he had recently obtained a newer vehicle from the Sheriff's Department to be used as the EMS transport vehicle. He noted he wants to certify this vehicle with the State of Indiana as an ALS Non-Transport vehicle. The vehicle will be utilized to respond to medical emergencies when the other vehicles are busy. He stated the vehicle will carry all of the same lifesaving medications, IV supplies, bandaging, cardiac monitor, and other items required by the State. He will need to do a couple of things to make this happen such as have the vehicle marked as EMS, decaled/painted, install a backup

alarm and sirens, and add certification to the vehicle. He noted he already has interior lighting for the vehicle.

COUNTY HIGHWAY DEPARTMENT MONTHLY REPORT

Highway Department Superintendent Rik Ritzler was not present for the meeting so Rachel Oesterreich, the Department's Clerk presented the monthly report. She advised that the month of April was a very busy month for the Highway Department. They had plowed snow, completed flood repairs, applied for flood reimbursement funds, replaced culverts, made cold mix asphalt, hauled in material, reassessed road conditions, revised paving schedule, began Bridge 58 replacement, refitted plow truck for summer work, removed summer equipment from the warehouse, serviced that equipment, completed roadwork at the fairgrounds, patched all County roads, graded gravel roads, attended trainings, began negotiations on bridge inspection contract, met with equipment vendors and logged requests for service. She noted the flood recovery and repairs together with the transmission line installation has set their schedule back a few months.

In regard to Roadway Management, Clerk Oesterreich advised they will be completing the three Community Crossings projects this week. The money should be coming in soon from the State and should be approximately \$575,000.00. She advised the Community Crossing Projects are the replacement of Bridge 50, the replacement of Bridge 47, and hot mix asphalt paving of CR300E from SR8, to 250 feet south of Division Road.

In regard to Flood recovery, Clerk Oesterreich advised they are working on reimbursements from FEMA and FHWA due to the flooding. The FHWA has jurisdiction of the Federal Roads such as Toto Road, Range Road, and CR500N. FEMA has jurisdiction for reimbursements on all other County Roads. She also noted they have replaced numerous culverts on a temporary basis. They will be completing the permanent repair of those culverts throughout the month. She had provided a listing of all culverts that were replaced and why they were replaced or repaired.

Clerk Oesterreich advised they had completed the major road repair on Range Road south of SR8. They also had widened and hot mixed CR700E from SR8 to 1/5 mile south of CR150S.

Clerk Oesterreich advised last fall the transmission lines were installed in California and North Bend Townships. She noted the installation caused substantial damage to the roadways. She provided a list of the roads that will require some work.

Clerk Oesterreich advised the part time mowers had begun mowing the last week of April. Patching is also being done. They used over 300 tons of patch material in April.

She advised the current bridge projects are: Bridge 36, Bridge 58 and Bridge 154 which will be completed in 2018 while Bridge 7 will be completed in 2018/2019.

Clerk Oesterreich advised they will be requesting an appropriation request from the County Council for the County Bridges. This year's amount will be \$688,545.48 which is 50% of the total CEDIT money received in 2018. She advised they will also be asking for \$35,857.00 for the County's 25% match of the paving on CR300E. Commissioner Norem made a motion to approve the request for appropriations of the \$688,545.48 and the 25% match of \$35,857.00. Commissioner Chesak seconded the motion and it passed with all ayes.

They will now present the list to the County Council for their approval.

Clerk Oesterreich advised of the training they have participated in lately. She also presented a chart showing how far each employee had progressed in their LTAP and APWA training. She noted Superintendent Ritzler has received the 600 points earning him the Master Road Builder status and Foreman Dale Conley has received the 300 points earning him the Road Builder status. Each will be earning Purdue Road Builder hard hats.

ORDINANCE OF THE OFFICE OF THE RECORDER ON BULK COPIES

The Starke County Recorder, Lisa Minix, appeared before the Board with a request to increase the price of bulk copies from .07/page to .10/page. County Attorney Marty Lucas advised based on Indiana Code 36-2-7-10.1 he has prepared an ordinance stating the bulk copy price increase. Commissioner Norem made a motion to suspend the rules of an ordinance approval. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem made a motion to approve the ordinance. Commissioner Chesak seconded the motion and it passed with all ayes. Starke County Ordinance 2018-0507 was then signed by the Board. Attorney Lucas advised the price could be increased from .10/page to .20/page if a study is completed.

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

Commissioner Chesak made a motion to approve the minutes of the April 16th meeting. Commissioner Norem seconded the motion and it passed with all ayes. Commissioner Chesak made a motion to approve the Payroll Claim for the pay period ending on April 21st with a pay date of April 27th in the total gross amount of \$241,279.07. Commissioner Norem seconded the motion and it passed with all ayes. Commissioner Norem made a motion to approve the Vendor Claims Docket in the total amount of \$434,289.76. Commissioner Chesak seconded the motion and it passed with all ayes.

RESTOREWORKS PROPOSAL; DISCUSSION ON FUTURE CAPITAL PROJECTS

Maintenance Director Jim Coad appeared before the Board to discuss a couple of projects that were left over from the remodeling of the County Courthouse. He advised the outside of the Courthouse needed tuck pointing behind the drainage downspouts that were not done when they completed other tuck pointing last year. The lack of tuck pointing behind the drainage downspouts is causing damage inside the Courthouse. He advised he received an updated price quote this year and it is showing a 3% increase over the price from that company he received last year. Commissioner Norem stated she believes the County should use money from CEDIT and complete some tuck pointing to the Courthouse each year so it isn't a large expense for the County. Director Coad advised the price quote from RestoreWorks is showing the following: vertical mortar joints at downspout locations \$32,200.00; miscellaneous tuck pointing and sealant repairs \$13,525.00 and stone repairs \$12,840.00 for a total of \$58,565.00. Commissioner Norem stated other capital items the County has been looking into purchasing and that includes two police squad cars \$70,000.00, an ambulance \$135,000.00, the \$50,000.00 match for the elevator grant, and \$5,000.00 placed into the Courthouse Elevator Sus. Fund. Commissioner Binkley stated he would like to see the sidewalk be redone with the City of Knox's 50/50 program at the Annex 2 Building and the jail still needs to replace its Dispatch CAD program. Attorney Lucas stated he believes the IT Department needs a new server at an estimated cost of \$20,000.00-\$30,000.00. Commissioner Norem made a motion to approve the RestoreWorks project in the amount of \$58,565.00. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem stated she would like to see a listing of the year and mileage of each ambulance the EMS Department has. She also asked what the policy is with the insurance company in regard to when a police squad car should be replaced. Auditor Chaffins advised she will check with 1st Choice Insurance. Director Coad stated the other project he needs to get completed is the installation of a fence around the AC unit at the exterior of the Courthouse. He advised he had received a price quote from Tennis Reiss last year but this year he stated there is no response from him. Commissioner Norem stated if there is no response from that contractor Director Coad should get other price quotes. She also advised that project could be paid out of the regular CEDIT Fund or the Cumulative Capital Development Fund. Commissioner Norem made a motion to approve an appropriation of moving \$50,000.00 into the Courthouse Elevator Sus. Fund for the 10% County match. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem made a motion

to appropriate \$34,000.00 out of the Jail CREDIT Fund, # 1114, in the amount of up to \$34,000.00 for the purchase of a new police squad car. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem made a motion to appropriate \$58,565.00 for the cost of the RestoreWorks project to be paid out of the regular CREDIT Fund, # 1112. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem stated their approval of those appropriations will be presented to the County Council at their next meeting. She noted the CAD System, the server and the sidewalk will be discussed at a later date.

Commissioner Norem advised the Elevator Project is beginning with the advertisements for bids this month; being advertised by KIRPC. She advised it will be advertised twice and then a meeting will be held on May 31st for the opening of the bids. She noted a quorum of Commissioners is not required to be there for the opening. Commissioner Norem stated she is expecting DLZ, Shawn of KIRPC, and the press to be present at that meeting. She advised they are looking at a July 15th start date with an estimated completion date of December 1st.

Commissioner Norem made a motion to approve the Simplex Grinnell contract for the Annex 2 Building for a period of 5 years in the amount of \$2,000.00. Commissioner Chesak seconded the motion and it passed with all ayes. (Note: Director Coad was able to get Simplex Grinnell to lower the contract amount to \$1,300.00)

UPDATE ON DOG ISSUE IN THE COUNTY

Attorney Lucas presented an update on an issue from the last Commissioner meeting, loose running dogs. He stated he had researched the issue and there is a State Statute, 15-20-1-4C, Dog Bite Liability, Criminal Offense, which does provide recourse on this issue. He noted the statute does provide criminal sanctions in the case of dog bites but it also provides that allowing a dog to roam uncontrolled off the owner's premises is generally a Class D infraction except during lawful hunts. Repeat violations are a Class C infraction. Attorney Lucas stated he had spoken to Prosecutor Nick Bourff and was advised that the Prosecutor will follow through with that statute. He stated that the first time a dog is loose and the police are contacted the owner of the dog will be given a ticket. The Prosecutor will process the ticket similar to a speeding ticket and the fine would be \$25.00. However if the owner is given a second ticket the price of that ticket would be \$500.00. It is important that the person reporting the loose dog should contact the local police department as an officer does need to write the ticket.

IN OTHER BUSINESS TO COME BEFORE THE BOARD

Commissioner Norem made a motion to approve the Annual Report to the State Superintendent of Public Instruction on the Congressional Township Fund. Commissioner Chesak seconded the motion and it passed with all ayes. The Board signed the report.

Commissioner Norem inquired if Commissioner Binkley has found a new location for placement of the EMA Director. He advised he had spoken to the Extension Officer, Julie Wickert, and she didn't know if there was any space in the basement of the Annex Building 2, for the EMA Director's Office.

Commissioner Norem stated she had spoken with the President of the Bass Lake Property Owners in regard to the golf carts signs on SR10 at Bass Lake. She advised there has never been any response to the letter sent to the State asking for a meaning of the signs. She suggested sending another letter to the State Transportation Dept. She stated the Highway Superintendent would have the contact information. Anita Gooden of WKVI Radio stated she had put out that question on Twitter if golf carts were allowed on SR10 at Bass Lake. She stated she was advised that the golf carts can only cross the highway and the signs are just warning drivers to watch for crossing golf carts.

Commissioner Binkley stated he was asked by the BLPO that someone wanted to put up a pier and does have deeded access to the property. Attorney Lucas advised since they do have deeded property they contact the DNR for a pier.

Commissioner Norem stated she had received a call in regard to the beach at Koontz Lake and she stated she believed this should be a matter for the Park Board. Attorney Lucas stated that beach is not a state licensed as a beach. He said management is not so clear in regard to sending the issue to the Park Board. He advised easement by dedication is known but it doesn't exist in Indiana law. The difference between the Bass Lake Beach and the Koontz Lake Beach is that the County has title to the Bass Lake Beach but not Koontz Lake. He stated he will check into this situation.

PUBLIC COMMENT

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 7:27PM.

MAY 7, 2018

Don Binkley, President

Kathryn Norem, Vice-President

Charles Chesak

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

