

**Monday, June 16, 2014**

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 7:00PM in the Annex meeting room, Knox, Indiana, with Kathy Norem and Jennifer Davis present and the following proceedings were held to wit:

Commissioner Kent Danford was absent from the meeting.

Commissioner Davis called the meeting to order at 7:00PM. She inquired if there were any additions or corrections to the posted agenda. There being none, she proceeded on to the first listed item on the agenda.

#### **BASS LAKE BEACH & CAMPGROUND MONTHLY REPORT**

Richard Callahan, the leasee of the contract with the County in regard to the Bass Lake Beach and Campground, and his attorney, Dave Wallsmith, appeared before the Board. Mr. Callahan advised he had submitted a claim for his 2013 expenses. The claim was an offset of his rent payable. Commissioner Norem pointed out the expenses which are routine maintenance are not to be credited from the rent due, only the capital improvements. Mr. Wallsmith advised the Callahans are interested in painting the buildings on the beach property, and would like the Board's permission to paint them grey, with a whitewash to create the "old beach" look.

Commissioner Norem advised she is not a colors person, and President Davis advised she was OK with the color. President Davis advised she would like to see the price quotes on the cost to replace the fencing for the beach and campground areas which they spoke of at the last meeting. Attorney Lucas noted he would like to see the results of the water tests taken at Bass Lake thus far this year, and also stated the County would like a copy of the results of each test to be taken. Mr. Wallsmith pointed out that no tax dollars have been spent to maintain the park and have not heard of any complaints lately in regard to the beach or campground. He also noted all the Bass Lake assessments are also paid by the business.

Following a brief discussion, President Davis advised the Board will see them again at the July 21<sup>st</sup> meeting.

#### **LEMON STREET AND BEACH STREET VACANCIES**

Dave Wallsmith advised he was clearing up some of the open files of LeRoy Gudeman following his retirement and one of the files was the vacancies of Lemon Street in the Monterey Resort Area, and Beach Street, located at Bass Lake. Attorney Lucas advised he had requested, at the last Board meeting, that the Auditor's Office review the legal descriptions listed in each vacancy request. He advised the legal descriptions had all checked out, the vacancies were already approved by the Board and now the documents were ready for their signatures. The Board signed the documents.

#### **911/CENTURYLINK AGREEMENT**

IT Director, Joe Short, appeared before the Board to request approval for the County E911's agreement with CenturyLink, a maintenance agreement for a 12 month timeframe, in the total amount of \$7,624.92. Commissioner Norem made a motion to approve the agreement, seconded by President Davis. The motion passed with all ayes.

In further EMS Departmental business, the report of the proposed EMS paramedic expansion was taken off the agenda for this meeting, as the report was not completed in time. President Davis noted also the Board had received notice from EMS Director Paul Mathewson that he was resigning effective July 1<sup>st</sup>. Commissioner Norem made a motion to accept the resignation of Director Mathewson seconded by President Davis. The motion passed with all ayes. Commissioner Norem stated the County will now begin the process of searching for a new director, and asked the Auditor to post the notice on the County's website and have the IT Director advertise it the same as the last time they filled the position.

Starke County Council President Dave Pearman noted the flag pole at the Knox EMS Base has been bent and he will look into getting it fixed.

#### **HIGHWAY DEPARTMENT BUSINESS**

Highway Department Superintendent Rik Ritzler appeared before the Board and advised they have worked out an acceptable contract with Aramark in regard to their department's uniforms. He noted Attorney Lucas has reviewed the final copy. Commissioner Norem made a motion to approve the uniform contract with Aramark. President Davis seconded the motion, and it passed with all ayes.

Superintendent Ritzler advised they have contracted with the Frost Engineering & Consulting Company of Mishawaka, IN in regard to the repairs to Bridge 27 located on CR700E. He noted the project will be advertised for bid opening on July 7<sup>th</sup> and once approved the construction will begin on July 8<sup>th</sup> and end on August 15<sup>th</sup>. Commissioner Norem made a motion to approve the Bridge 27 repairs, seconded by President Davis. The motion passed with all ayes. Supt. Ritzler noted all three bridge projects, the 27, 86, and 31 are scheduled for bid opening on July 7<sup>th</sup>, and is requesting the openings be held first thing in the meeting, and that would allow them time to process the bids and present a finalized report back in front of the Board for their approval at that same meeting.

President Davis advised she will be attending a meeting, along with Superintendent Ritzler on Thursday, June 19<sup>th</sup>, with The Coalition Against Oversized Trucks on Roadways.

#### **SIMPLEX CONTRACT RENEWAL**

Annex Building Custodian, James Coad, appeared before the Board to request approval of the renewal of the County's contracts with Simplex, who provides for the maintenance on the fire detection equipment. He advised he had presented the prices for renewal at their June 2<sup>nd</sup> meeting at which time the pricing of the Highway Department's renewal was questioned. He stated he was present now to receive approval on the Simplex contract renewal of the Annex Building, the Jail, and the Courthouse. Commissioner Norem made a motion to table the Highway Department's contract for now, and accept the three others. President Davis seconded the motion and it passed with all ayes. The documents were signed by the Board.

Custodian Coad also noted Simplex was requesting a letter be submitted with the Jail's agreement in regard to the Jail building being renovated in the summer of 2015 for other purposes.

#### **IN OTHER BUSINESS:**

Attorney Lucas requested the Board table the Courthouse's Oracle Elevator contract for now. He advised he has made contact with Oracle but has not yet located the correct company representative.

Commissioner Norem advised the Board had received a proposal from DLZ, the jail architecture firm, in regard to the renovations required to the existing jail building for use after the inmates are moved into the new facility. She advised DLZ is requesting a 9% fee of the total renovation cost. Commissioner Norem made a motion to recommend the agreement to the Starke County Building Corporation, seconded by President Davis. The motion passed with all ayes. The issue will be addressed by the Building Corporation at their July 7<sup>th</sup> meeting.

#### Maple Street Pier Issue at Bass Lake

Kathy Formella asked the Board of Commissioners to resolve the issue with the replacement of the pier at the end of Maple Street, which was continued from the May 19<sup>th</sup> meeting. Attorney Lucas advised he had received a response from the DNR who advised they had no claim to the land by a lake. They only have authority on the lake not on the land. He also noted the NRC, Natural Resource Commission oversees the DNR when in a dispute. He also noted the DNR regulations state a pier should be located five feet off of a property line, and there should be a ten foot clearance between piers. Following a rather lengthy discussion, Commissioner Norem advised she would like to see the parties work out an agreement between themselves in the two weeks until the next meeting especially since the Board has one member absent. She noted she would rather have them reach their own settlement. President Davis stated she felt the Board shouldn't put this issue off any further and suggested they be allowed to put in the pier since the next meeting of the Board will be held after July 4<sup>th</sup>. She stated they should be allowed one pier, and the docking of one boat only at that pier. Any more boats could be docked at a shore station out in the water. She noted the only other alternative is to take it to court.

Commissioner Norem made a motion to sign the Assessor's request for the Assessor and staff to attend an Assessors' Conference in August. President Davis seconded the motion; it passed with all ayes, and the paperwork was signed.

### AUDITOR BUSINESS:

Commissioner Norem made a motion to approve the minutes of the June 2<sup>nd</sup> meeting, seconded by President Davis. The motion passed with all ayes. The Auditor presented a report of the Estimated Revenue for the year 2014, year to date, and also a copy of the 2013 report as of the same date. She noted the EMS revenue is down in 2014 over 2013 by approximately \$33,000.00. Commissioner Norem advised it is difficult to tell why the revenue is down as it is difficult to pull out the necessary financial data from the current software system. So, it is unknown if it is in the billings system, the A/R collections, or what but noted there is an opportunity for improvements. She advised she would like to have an outside agency look into the operations of the whole system. President Davis stated she could ask the current hospital consultant for possible referrals of such an EMS consulting company.

Commissioner Norem made a motion to approve the payroll claim for the pay period ending on June 7<sup>th</sup>, with a pay date of June 13<sup>th</sup> in the total gross amount of \$188,692.23. President Davis seconded the motion and it passed with all ayes.

In regard to the vendor claims docket, Commissioner Norem noted the vendor claims will include a reimbursement to a highway department worker for his personal payment of a CDL drug testing. She made a motion to approve the vendor claims in the total gross amount of \$509,756.79. President Davis seconded the motion and it passed with all ayes. Commissioner Norem advised there is a claim to INDOT in regard to the CR300E project, in the amount of \$305,566.89, but the County will be receiving reimbursement from the City of Knox in the amount of \$291,853.00, which will go back into CEDIT. (The money has been received from the City of Knox.)

Commissioner Norem advised, in regard to the issue of the increase in the Porter-Starke 2014 budgeted appropriation amount, since they can't locate any possible transfer situation within that number grouping in their budget, they are going to require Council approval to transfer the appropriation from the health insurance budget line item to Porter-Starke Services budget line item.

### PUBLIC COMMENT

With there being no further public comment, and there being no further business to come before the Board, Commissioner Norem made a motion to adjourn the meeting, seconded by President Davis. The motion passed with all ayes, and the meeting was adjourned at 8:30PM.

**June 16, 2014**

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Jennifer Davis, President

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Kathryn Norem

ABSENT  
\_\_\_\_\_  
Kent Danford

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Katherine Chaffins, Auditor &  
Secretary to the Board of Commissioners

### EXECUTIVE SESSION

**Tuesday, June 17th, 2014**

The Starke County Board of Commissioners meet in an Executive Session, at 1:00PM, in the office of the Starke County Annex Meeting Room, Knox, IN with Commissioners Kathy Norem, Kent Danford & Jennifer Davis, County Attorney, Marty Lucas, and County Auditor, Katherine Chaffins present, and the following proceedings were held to wit:

The meeting was held to discuss strategy regarding a potential lease of real property pursuant to IC 5-14-1.5-6.1(b) (2) (D). Attending the meeting were Scott Graybill of Greenspire Leader Center and Jack Bebiak of JRB Healthcare Advisors. I can attest the only issue discussed at this meeting was in regard to the potential leasing of Starke County property. The meeting was adjourned at 2:15PM.

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Katherine Chaffins, Auditor &  
Secretary to the Board of Commissioners

