

ATTN: THIS IS A DRAFT--NOT YET APPROVED BY COMMISSIONERS

June 21st, 2010

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 7:00 p.m. in the Annex meeting room, Knox, Indiana, with all members present and the following proceedings were held to wit:

The meeting was called to order.

IN RE: PAYROLL CLAIMS

Kathy Norem moved to approve the payroll, seconded by Jennifer Davis, with three ayes.

IN RE: COUNTY HEALTH INSURANCE

Brian Liechty, with KL Benefits, wanted to update the commissioners on the Miscellaneous Health Reform update, effective 1/1/2011 (information on file in Auditor's Office). He explained the updates. He also asked for permission to do a handout about the New Millennium being part of Global Fitness.

IN RE: DOCUMENT IMAGING FOR THE CLERK

Evelyn Skronski, County Clerk, came before the commissioners to talk about document imaging to reduce paper usage. She asked for approval to expand the Docuware Electronic Document Imaging System into the Probation Office for \$3,191 and the Clerk's Office for \$3,711. She said there is also an annual fee for technical support and updates, of \$1,962 (information on file in Auditor's Office).

The commissioners said they will support the expansion, subject to council approval of funding. They asked her to show cost saving, and get written comments from other counties using this method. They would also like to get a waiver on the subscription fee. Kathy Norem moved to approve this support, seconded by Jennifer Davis, with three ayes.

IN RE: DEAF CHILD SIGN ON ELM STREET

Portia Pawlik came before the board requesting to post a Deaf Child sign on Elm Street. Kathy Norem moved to place a sign on both sides of the Bass Lake house (5424 S Elm St., Knox), seconded by Jennifer Davis, with three ayes.

IN RE: FOUR PLANNING COMMISSION ORDINANCES

Kathy Norem moved to approve the Manufactured Housing Ordinance amendments, seconded by Jennifer Davis, with three ayes.

Kathy Norem moved to approve the Community Facility Ordinance, seconded by Jennifer Davis, with three ayes.

Kathy Norem moved to take the Wind Energy Conversion Systems Site Regulations Ordinance under advisement until the next meeting, seconded by Jennifer Davis, with three ayes. The commissioners would like to look this over before the next meeting.

Kathy Norem moved to table the Building Ordinance and take it under advisement until the next meeting, seconded by Jennifer Davis, with three ayes.

IN RE: BOA SHORES PARK

Deb Mix & William J Egan, with the Boa Shores Property Owners Association appeared before the board. They said parcel 75-11-07-102-098.000008 is listed as being Boa Shores Park. They requested the commissioners vacate it and deed it to the Boa Shores Property Owners Association. Deb Mix would like the part in front of her property, which would give her access to her property, as she is now landlocked. They also

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requested crossing stripes across County Road 210, where people cross to go to the beach. Steven Siddall, Highway Superintendent, is going to do this.

IN RE: HARVEST FESTIVAL

Tony Radkiewicz came before the commissioners requesting permission to use the Courthouse lawn and requesting to do tours of the Courthouse during the Harvest Festival, the last weekend of August. Kathy Norem moved to approve this, seconded by Jennifer Davis, with three ayes.

IN RE: TELEPHONE SYSTEM

The commissioners asked Bob Smith, IT Coordinator, about the progress with the telephone bill. The county has received the first of two credits on the Century Link bill, and will receive the second credit on the July bill.

Commissioner Bridegroom asked Bob to fix the answering system in the Commissioners' Meeting Room, to ring in the room first, before going to the answering system. Bob said he took care of that today. They discussed a missed call during an unemployment hearing.

IN RE: BASS LAKE BEACH

Commissioner Bridegroom reported on plans for the beach. The state suggested there be a public hearing regarding this. The results of the water samples from the Bass Lake pump house were satisfactory. Commissioner Norem said there was supposed to be a lake water sample and they received a drinking water report.

The commissioners asked Marty Lucas, County Attorney, to send a letter to Mr. Callhan letting him know that as of today's date, we have not received the lake water sample results per 410 IAC 6-7.1 section 27B8.

The commissioners asked Marty to look at the Bass Lake lease, as Kathy feels they are breaching their obligation. There was discussion regarding the possible breach of the lease.

IN RE: HIGHWAY

Steve Siddall asked if the Highway Budget or the Commissioners' EDIT funds would be covering the cost of the striping of Toto Road, which is \$10,100. Commissioner Bridegroom said it should be paid from the Highway Budget. Kathy Norem moved to approve the striping claim for Toto Road, paid from the Highway Budget, seconded by Jennifer Davis, with three ayes.

The Commissioners will have a meeting June 28th, at 4:00 p.m. for the scoring of RFQ's for Bridge 156.

Steve said nine of the highway employees worked seven hours on Friday, and three employees worked Saturday and Sunday, due to the storms.

The Highway Department handbook was discussed. Jennifer Davis moved to approve the Highway Department Handbook with notations corrected, seconded by Kathy Norem, with three ayes.

IN RE: EMPLOYEES SMOKING ON COUNTY PROPERTY

The commissioners asked the Auditor to send an email to all county employees reminding them that smoking is absolutely not permitted by county employees on county property.

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IN RE: BUDGET

KIRPC requested \$9,422.40 for the 2011 budget.

Arrowhead requested \$500 for the 2011 budget.

Starke County Community Services requested \$7,000, as in the 2010 budget.

Commissioner Norem said that an additional will need to be done for the county attorney. Kathy Norem moved to approve to transfer \$8,000 into that line, seconded by Jennifer Davis, with three ayes.

IN RE: TAX SALE

Attorney Lucas said the County Treasurer refused to sign the Tax Sale Support Services Addendum, and that is a breach of her obligation. Kathy Norem moved for the commissioners to sign the addendum, seconded by Jennifer Davis, with three ayes.

With no further business to come before the board Jennifer Davis moved to recess and reconvene following their 1:00 p.m. meeting regarding State Board of Accounts.

Dan Bridegroom, President

Kathy Norem, Vice President

Jennifer Davis

Michaelene J. Houston, Auditor and
Secretary to the Commissioners

June 22nd, 2010

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in regular session at 11:00 a.m. in the Annex meeting room, Knox, Indiana, with all members present and the following proceedings were held to wit:

IN RE: BUDGET PREPARATION

Rhonda Milner, County Assessor, requested permission to put another full time deputy in her budget. She is requesting that it be the current county floater. She said her budget is able to handle the extra expense and she needs the help full time with all of the extra work her office has to do since township assessors were eliminated.

IN RE: STATE BOARD OF ACCOUNTS AUDIT REVIEW

The commissioners discussed the Clerk's audit report. The commissioners would like the trust issues cleared up. Dan Bridegroom called her, and she informed them she is working on it and will keep the commissioners posted with progress reports.

The commissioners then discussed the Sheriff's audit report. Kathy Norem said that she would check with them to see that they are making progress. They are going to ask to see the bank reconciliations and ask them for those monthly as a regular agenda item the second meeting of each month.

The commissioners proceeded on to the Treasurer's audit report. Jennifer Davis asked the Treasurer to come speak to them about the report and she refused. Jennifer then stated that she also went to her this morning with the tax sale contracts and she refused to sign them. Jennifer asked her if there was anything we could do to get her to sign them and she said no. Jennifer stated that she told her that she was preventing the county from conducting business. The Treasurer told her she can't get the work done without more staff.

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The commissioners feel they have done everything they can to work with her and she is leaving the commissioners no option but to pursue action through the courts. The commissioners feel they have given her every opportunity. Kathy Norem stated that the Treasurer knew what the staffing was when she ran for the office.

The commissioners feel that if the Treasurer won't come in and talk to them and try to work with them, that there is nothing else they can do. The statutory law on tax sales is very clear.

The commissioners discussed the I.T. portion of the audit review. Bob Smith, I.T. Coordinator, is aware he has to get an official offsite backup and that we need a broader internet band to transmit the information. Bob suggested taking it to a county with a broader internet base and getting it caught up.

The commissioners asked the Treasurer to put a copy of the monthly treasurer's report in their mailbox. The monthly comparison report and the Treasurer's 47TR are in balance as of May 31st.

IN RE: TREASURER'S OFFICE OTHER BUSINESS

Kathy Norem asked the Treasurer why the previous Treasurer could do a tax sale and she can't when she has part time help and the previous Treasurer didn't.

The Treasurer stated that she had gotten the demands caught up from 2005 to the current date. She also said that if she could transfer \$2500 into extra help, she would sign the tax sale contracts. Dan Bridegroom will contact Mark Smith, Council President, and discuss this with him.

JUNE 21, 2010 MEETING RECONVENED AT 2:55 P.M.

IN RE: ENERGY GRANT PROPOSALS

A-Materials Only

Midwest Lighting \$32,580

B-Labor Only

Banner Elec. \$9,700
Disposal 2,700
Total \$12,400

A&B-Materials & Labor

Amps & Volts Elec.
A- \$23,879.95
B- 14,160.00
Disp. 5,400.00
Total \$43,439.95

Busse Electric

A- \$34,468.00
B- 14,800.00
Bid not accepted as did
not include disposal

Kathy Norem moved to award materials to Amps and Volts at \$23,879.95 and the labor and disposal to Banner Electric at \$12,400 for a total of all of \$36,279.95 seconded by Jennifer Davis with 3 ayes.

IN RE: ANNEX KEY

Dan Bridegroom moved to approve a key for Jennifer Davis for the annex building seconded by Kathy Norem with 3 ayes.

IN RE: LIABILITY INSURANCE AND WORKERS' COMPENSATION

Kathy Norem met with our insurance agent, Bridget Markin, about the insurance spreadsheet she had prepared and e-mailed to all the commissioners. Kathy stated that at

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the next meeting Bridget is going to recommend Burnan and Flower for the liability and Bliss McKnight for the workers' compensation. She stated that both were rated A+. She also explained the highlights of the spreadsheet.

Kathy stated that the insurance company also needs Dr. Fritz's certificate of insurance.

IN RE: TRANSFER FOR TREASURER'S BUDGET

The commissioners looked over the Treasurer's budget status report to see if she had money available to be transferred for her extra help.

IN RE: BOA SHORES DRIVE PROPOSED ROAD VACATION

The commissioners discussed the problem of turning Boa Shores Drive over to the Property Owners' Association. This would not allow it to be open to all of Boa Shores.

There being no further business to come before the board Jennifer Davis moved to adjourn seconded by Kathy Norem with 3 ayes.

Dan Bridegroom, President

Kathy Norem, Vice President

Jennifer Davis

Michaelene J. Houston, Auditor and
Secretary to the Commissioners

June 28, 2010

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in special session at 4:40 PM in the Annex meeting room, Knox, Indiana, with Dan Bridegroom, Kathy Norem, and Jennifer Davis present. The following proceedings were held to wit:

IN RE: SCORING OF RFQ'S FOR BRIDGE #156 REPLACEMENT (DES# 1005673) PROJECT

Steve Siddall was present as the LPA for the project. All companies submitted their RFQ's in a timely and satisfactory manner. The following companies were scored by the Commissioners:

- Beam, Longest, & Neff, LLC
- Butler, Fairman, & Seufert
- Bollinger, Lach, & Associates
- Lawson-Fisher Associates, P.C.
- United Consulting
- RQAW

The scoring sheets will be submitted to INDOT for review.

IN RE: THE 2011 HIGHWAY BUDGET

The 2011 budget for the highway department was presented by Steve Siddall. Steve noted in order to become compliant with upcoming regulations; we would need to purchase new, high reflective signs for the County by 2013. Quotes show this to be approximately \$35,000. It was agreed by consensus that this would be paid for from Commissioner discretionary EDIT funds. The proposed budget will be submitted to the Auditor for advertisement and review by the Council.

IN RE: SHERIFF, JAIL, 911 2011 BUDGETS

A suggested draft of the aforementioned budgets was reviewed by the Commissioners. The Sheriff will need to review and approve.

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IN RE: BASS LAKE BEACH INSPECTION REPORT

The result of an inspection, conducted by the Indiana State Department of Health, was reviewed by the Commissioners. A similar matter had been discussed at the last meeting and Counsel had been instructed to send the Callahan's a letter regarding their non-compliance with the Indiana Administrative Code. The letter sighting the deficiencies noted during the inspection by the IDOH will be forwarded to Mr. Lucas, the County's Counsel.

Kathy Norem made a motion to recess the meeting until 1:00 pm on Wednesday, June 30, 2010. Jennifer Davis seconded the motion with 3 ayes.

Dan Bridegroom, President

Kathy Norem, Vice President

Jennifer Davis

Michaelene J. Houston, Auditor and
Secretary to the Commissioners

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