

## **MONDAY, AUGUST 21, 2017**

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, Charles Chesak 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 President Don Binkley at 6:41PM due to the lateness of the County Council Meeting.

### **PUBLIC FACILITIES GRANT/KIRPC**

KIRPC Community Development Planner, Emily Gross Albaugh, appeared before the Board to present the Public Facilities Grant. She advised Starke County will be applying for a \$555,560.00 grant project, with a total grant of \$500,000.00 and a local county match of \$55,560.00. She advised the grant will be to reconstruct the elevator in the County Courthouse and make it ADA accessible. At 6:43PM the Public Hearing for the grant process was open to the public. John Kirk, DLZ, explained how the elevator will function with automatic, two sliding doors. Kenny Wallace inquired if someone in a wheelchair would be able to handle the elevator completely by themselves as the current Courthouse elevator is not constructed that way. Mr. Kirk advised the dimensions of the elevator to be ADA accessible must be 48 inches wide and 36 inches deep and the actual elevator could be 48 inches wide and up to 52-1/4 inches deep. Commissioner Norem advised the preliminary meeting took place in July meeting with Jerry White of OCRA, Jim Coad, Mike Gearhart and then Rik arrived later on in the meeting. She advised Jerry White was very impressed with the application and was very optimistic. The public hearing closed at 6:50PM. Ms. Gross-Albaugh advised she now needed signatures on a lot of the grant paperwork. Commissioner Binkley signed various grant documents. Commissioner Norem made a motion to approve the Resolution entitled Resolution Authorizing Application Submission and Local Match Commitment. Commissioner Chesak seconded the motion and it passed with all ayes and the Resolution was signed by the Board. Ms. Gross-Albaugh advised the grant application is due in September and the announcement of grant winners should occur by October 14<sup>th</sup>. She noted there will be an 18 month time line to finish the elevator from the date of the award.

### **SHERIFF BILL DULIN: INMATE MEDICAL ISSUES**

Sheriff Bill Dulin appeared before the Board to discuss the inmate's medical issues. He advised the Fund, # 1174, Medical Care for Inmates, has a negative balance of \$5,589.00 and they are not to use that fund until it is back in the black. Commissioner Norem advised they could pay the medical expenses out of the Jail CREDIT Fund while that other fund's revenue builds back up. Sheriff Dulin advised he would be paying for the delinquent dental invoices, out of Fund 4919, so they can get that dentist to come back to the Jail to treat the inmates' dental issues. He advised the total outstanding dental invoices could be \$13,000.00-\$14,000.00. County Attorney Marty Lucas advised he did like those dental invoices as they did not state who had been treated and what procedures had been completed on the inmate. He stated he would like to see an adequate level of documents such as listing the inmate's name, the date of service, and what exactly the service was. Sheriff advised if the dentist won't complete that information the jailer or nurse could possibly record the work completed along with the name of the inmate. Sheriff Dulin then advised he wants to set up signing the inmates who will be leaving up for Medicaid so they would have access to medical care once they are released. He advised he would have the Jail Nursing Company handle that for him. He advised they currently have two prisoners who are in the need for surgery. Commissioner Norem inquired if the Sheriff could charge the inmates more for their medical care. He advised he didn't think they could as right now they are billing each inmate \$15.00 for each Doctor or Dentist visit and a \$5.00 fee for medication.

### **STARKE COUNTY ECONOMIC DEVELOPMENT FOUNDATION MONTHLY PRESENTATION**

Starke County Economic Development Foundation Director Charlie Weaver appeared before the Board to give a brief monthly report. He advised he had met with the new North Judson business, OTEs and he stated they are very happy with the County, with the Town of North Judson and with their property. He advised they are becoming a part of the community. In regard to the Gary Popkins business, the Stelerema Building just had repairs completed to their fire suppression equipment. He also stated the SYSCO Property outside of Hamlet, had all been listed for sale, a total of 320 acres.

### **HIGHWAY DEPARTMENT SUPERINTENDENT'S ITEMS TO BE ADDRESSED**

Highway Department Superintendent Rik Ritzler appeared before the Board with some issues that he wanted to address. He advised the Annex Building parking lot could be asphalted with a cold mix asphalt material. He advised when an area is paved with a cold mix asphalt it shouldn't have any traffic for at least a ten day period so that it has time to set. There was a discussion of the cold mix asphalt versus the hot mix asphalt. Commissioner Norem stated she did not like the way the EMS Base parking lot looks after it was paved with a cold mix asphalt and Commissioner Binkely stated the same about that being done at the Jail also. The Board stated they would rather have that Annex Building parking lot hot mix paving and believed they could get that done for approximately \$1,800.00. Superintendent Ritzler advised he will speak with Maintenance Director Jim Coad.

In regard to the ADA Ramp at the Annex 2 Building, he advised there were two price quotes they had received: \$1,580.00 from Pete Kuchel Concrete, and \$1,500.00 from Covenant Concrete Construction. He noted the City of Knox has advised they will be participating in the 50/50 match. Commissioner Norem advised they should go with the low bid and participate with the City of Knox. Superintendent Ritzler advised they may possibly be able to use the LOIT Funding he has left to pay for the ramp. Commissioner Norem stated if they can't use that funding it should be paid out of the Jail CREDIT Fund. Superintendent Ritzler advised he will speak to Jim Coad about the ADA ramp at the Annex Building parking lot. He stated the existing ramp should be removed as it would make it easier to snow plow out that area in the winter. The new ADA ramp could be moved to the end of the sidewalk on the west side, and lower the sidewalk accordingly for ADA accessibility.

In regard to the Sign Ordinance he advised they are completing a sign inventory with periodic updates. He stated Attorney Lucas will be writing the ordinance. The Superintendent noted there are over 5,000 signs in the County and the signs are in GIS. He advised a traffic/engineering study is needed to make provisional changes until the Board of Commissioners are made aware and given a change to comment and or amend.

In regard to the US30, Hamlet traffic study, the Superintendent stated the CR500N results were discussed at the Building and Sites committee. There is a proposal to expand assessments to old US30 and CR600N. They will incorporate traffic studies and assessment for potential interchanges and overpasses to be included in possible future change of US30 to a freeway. Superintendent Ritzler advised a traffic study is composed of the following: document new study; set up radar recorder; collect speed and traffic count data; collect crash data from Aries; survey and rate the road in questions; research paving history; conduct Ball Bank readings; enter data in USLIMITS; and present results to Board of Commissioners.

In regard to Two New Truck Driver Positions Superintendent Ritzler advised he had requested the funding for the two new drivers at the 2018 budget hearing on August 11<sup>th</sup>. The funding for the drivers was approved at that meeting by the County Council. He stated they are establishing a total of 16 truck drivers as they have 16 trucking areas that need to be handled which would allow each department to have its own driver. The two new drivers would also allow the SIGN Technician and the Yard Foreman to concentrate on their duties and not to "wear two hats". He also noted the two new drivers will increase efficiency during snow plowing and paving operations. Commissioner Norem made a motion to approve the creation of the two new truck drivers for 2018. Commissioner Chesak seconded the motion and it passed with all ayes.

In regard to the changing of the title of Highway Clerk/Bookkeeper to Office Manager, Superintendent Ritzler advised the new title is more commensurate with her duties. That position if not equivalent to other clerk positions in the County. He advised the existing Highway Clerk works an 80 hours two week pay period. The new pay scale for the Office Manager was approved by the County Council at their 2018 budget hearing. Commissioner Norem made a motion to change the name of the Highway Clerk to the Highway Office Manager at the new pay scale. Commissioner Binkley seconded the motion and it passed with all ayes.

Commissioner Binkley asked the Superintendent about cleaning up the old San Pierre Bank Building. Superintendent Ritzler advised he will look into the property as he has wanted to put up an operational area for storage on the west side of the County and this location would help them a lot. Attorney Lucas advised the Board of Commissioners would need to obtain ownership of that property.

## **COUNTY CORONER'S DEPARTMENT REPORT**

The County Coroner, Dannie Hoffer appeared before the Board to discuss other Counties performing work inside the Coroner's Building in Starke County. He advised per Indiana State Code the work can be completed. Attorney Lucas stated it should be documented with the specific county, and he advised he could write up an agreement, a Memorandum of Agreement. The Board advised the Coroner he needs to set up an office in his Coroner's Building and he should contact the IT Department to obtain a computer and the internet. The Coroner also stated he would like to see the Board look at his pay. He stated he is the lowest paid Coroner in the State. He stated he had put in a \$1,000.00 pay increase in his 2018 budget but it was deleted by the County Council. His current pay is \$7,813.00 and that is amount the Council put him back to. Commissioner Norem stated they should look at the Association of Indiana Counties County Factbook that lists Salary and Wages of various Counties to see how his pay compares with other

Coroners in the State. Commissioner Norem made a motion to table this pay discussion until their next meeting. Commissioner Chesak seconded the motion and it passed with all ayes.

**AUDITOR’S BUSINESS: MINUTES, PAYROLL CLAIM, AND VENDOR CLAIM**

Commissioner Chesak made a motion to approve the Payroll Claims Docket for the pay period ending on August 12<sup>th</sup> with a pay date of August 14<sup>th</sup> with the total gross amount of \$224,741.15. 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 \$238,463.73. Commissioner Chesak seconded the motion and it passed with all ayes.

Commissioner Chesak made a motion to approve the minutes of the August 7<sup>th</sup> meeting of the Board. Commissioner Norem seconded the motion and it passed with all ayes.

Commissioner Binkley signed the authorizations for the issuance of keys to new employees or newly promoted employees: Travis Clary, Wendy McIntire, Tammie Taulbee, and Durand Johnson.

**IN OTHER BUSINESS**

The Board decided to hold an Executive Session in order to interview applicants for the position of Part Time EMA Director, on Monday, August 28, at 5:30PM.

**PUBLIC COMMENT**

Debbie Mix, President of the Park Board, appeared before the Board to advise them that there was a discussion at the last Park Board meeting about an issue at the Bass Lake Beach. She advised Steve Lucas and DNR Officer Jim Higginstreet advised there is a need for glacier stone which is needed to fortify the beach. She stated the DNR advised that no permit for the work would be needed since the repair would be maintenance work. If it is maintenance work Ms. Mix advised Mr. Callahan would be responsible for the cost of this work. Attorney Lucas advised he had briefly advised Mr. Callahan’s attorney about this issue.

Carolla Heilstedt advised she is working on another grant from IN IHCDA, Creating Places, for the same project involving the Yellow River at Range Road, north of CR50S. She noted in order to make that project more inviting Roger of the Park Board is contacting property neighbors to see if a small part of their property could be made into a parking area. Commissioner Norem advised both Carolla and Debbie that the job of the Park Board is to find money. Debbie stated it is not just the job on one person that she needs help from the rest of the Board. Commissioner Norem advised Carolla that even though the Board had offered money for a grant it didn’t mean that offer would carry over into other projects with other grants. Carolla stated the project is still the same project that was originally applied for but did not succeed. She stated the grant company advised her of a different, more promising grant and she is applying for it, but the project is still the same project on a piece of land owned by the County. Commissioner Binkley stated they should also check with NIPSCO and Kankakee Valley REMC to see if they have any grants available also.

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 adjourned at 8:23PM.

**AUGUST 21, 2017**

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Donald Binkley, President

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Kathryn Norem, Vice President

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Charles Chesak

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