

**Tuesday, September 6, 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:

The meeting was called to order by President, Dan Bridegroom.

**RE: PAYROLL CLAIMS**

Commissioner Davis made a motion to approve the payroll from the pay period ending 8/20/11, totaling \$ 164,061.05. Commissioner Norem seconded the motion and it passed with all ayes.  
Vendor claims were postponed until later in the meeting.

**RE: MINUTES**

Commissioner Norem made a motion to approve the minutes of the August 15<sup>th</sup>, 2011 meeting, seconded by Commissioner Davis. The motion passed with all ayes,

**RE: EMS**

Mary Lynn Ritchie and Paul Mathewson, of the EMS Department appeared before the Board to give their monthly report. Ms. Ritchie stated a total of \$ 215.50 was received in collections from Attorney Jonathan O'Hara, and a total of \$ 442.08 from the Clerk of Starke County. A report of the monthly bad debts totaling \$6,973.51 was presented to the Commissioners. Commissioner Norem made a motion to approve that amount; seconded by Commissioner Davis. The motion passed with all ayes. Paul and Mary Lynn then explained the Monthly Run Report to the Board.

**RE: COUNTY HIGHWAY**

Steve Siddall appeared before the Board and presented them with a copy of the contract from Tonn & Blank who had been awarded the bid for the Bridge 156 project. Marty Lucas will be reviewing the contract. Commissioner Bridegroom advised the Board Midwest Toxicology is comparing the current prices the county in paying by having employee drug testing conducted at the hospital. Their company could go directly to the work site for the employee drug testing, conduct random drug testing, and also cover the testing of employees, at the county highway department location, following an accident. That would save time from the current practice of going to the hospital for the testing.

Mr. Siddall advised on CR25N, the road will be shut down for approximately two days, while they address the issue of the bridge/road sinking at the bridge site. Ken Minett, of Butler, Fairman & Seufert appeared before the Board to give an update on the three bridge projects. He advised the results of the field check on bridges 9 and 62 are on file. He advised at the Bridge 62 location, they are still waiting on notification if indeed they are facing a wetlands issue. Steve advised both bridges, 62 & 9, are on schedule at this time. It appears the construction could be started in the spring. Steve stated he has the preliminary plans in his office to bid out. They advised the pilings for Bridge 156 would be driven on Thursday. Marty stated he was concerned with the numbers on the Tonn & Blank contract and want to verify those were the same numbers that were on the original bid they had submitted. Steve advised the numbers do match up. But, he did state, the bid could be signed at the next meeting, that not signing it, at this time, would not hold up the work on the bridge. Commissioner Norem made a motion to table the signing of the Tonn & Blank contract until the Sept. 19<sup>th</sup> meeting, so that the numbers can be verified; seconded by Commissioner Davis. The motion passed with all ayes.

**RE: COUNTY LANDFILL**

A representative from Weaver & Boos appeared before the Board to give them an update of the activity at the county landfill site. He advised the next step is to start the gas monitoring since the probes have been installed, and the ground water testing should begin in November. Commissioner Bridegroom advised IDEM has been very cooperative with this project. Weaver & Boos stated inspections will be conducted, and if there is any work that needs to be done, he believes, the work could be done locally.

**RE: IT DEPARTMENT & CENTURYLINK CONTRACT**

Joe Short, the IT Director, and a representative from CenturyLink, Mike Crabb, appeared before the Board to discuss the 911 circuit contract, which expires on Oct. 20<sup>th</sup>, 2011. A year ago they addressed the issue, with the Board, that the hardware was outdated, so therefore, the contract dated from Oct. 2010 was a service only contract. Mr. Crabb stated the network side of the circuits (not the equipment), are up for renewal. The cost the county is currently paying for that service is \$ 3,254.00/monthly; the cost of the renewal contract will be \$ 2,936.00, a savings to the county of \$ 3,816.00 for the year. He stated that is a monthly, recurring charge. Marty Lucas reviewed the contract and stated it looked good. Commissioner Norem made a motion to approve the contract for \$ 2,936.00/month, which will expire October 20, 2012. Commissioner Davis seconded the motion, and it passed with all ayes.

Joe that stated he had been working on the panic button system in the county. The battery needed to be replaced in the main box in the courthouse. Also the battery in each panic button is also being replaced. They are on order. He advised the frequency of that system would need to be addressed, when the narrow banding frequency goes into effect.

**RE: COMMUNITY CORRECTIONS ANNUAL REPORT**

Bob Hinojosa, Director of Starke County Community Corrections, appeared before the Board to submit their annual report. He advised their fiscal year reporting was July 1, 2010 through June 30, 2011. A copy of the report is on file in the Auditor's Office.

**RE: JEFF TAROLI ROAD FRONTAGE ISSUE**

Jeff Taroli, of Toto Road & CR250W, appeared before the Board to advise them of a situation he had developed in his attempt to sell his property. He advised he has someone interested in purchasing his property, and that person would like to build on that property, but it only has fifty feet of road frontage, and not the one hundred feet that is required by the county in order to build a home. He advised the issue which involved the county, was due to a road that had been planned when that area was going to be subdivided, but the idea fell through. However, that area is now being labeled as a vacant road by the county. Commissioner Bridegroom advised him that when the subdivision plan failed also did the plan for road. It can't be called a "vacated road" when it wasn't a road to start with. Mr. Taroli stated he has talked to the Building Commissioner, Bruce Williams in regard to his other options.

**RE: BOA SHORES TREES**

Guy Tardy, of Boa Shores, Bass Lake, appeared before the Board to discuss a tree trimming issue at Boa Shores. Originally, the Commissioners had received a request to trim trees in the Boa Shores area. Mr. Tardy advised there had been bids received for the tree trimming, but they had received one bid with the expense being offered with no fee; a donation to the Boa Shores Association. Debbie Mix, of Boa Shores, in the audience stated that the tree trimming issue is a mute point, at this time, since no action will be taken until Spring, of 2012. She stated they were officially withdrawing their request for permission to trim trees.

**IN OTHER BUSINESS:**

Commissioner Bridegroom stated they had received a complaint from Michelle Powers, who resides in the CR500S – CR600W area. The complaint was that in regard to the drainage of her yard. She was requesting the county cover the expense of installing drain tiles. Surveyor, Dennis Estok, had advised it was not a Drainage Board issue. Bridegroom announced Steve Siddall and himself would look into the situation.

Commissioner Davis stated they should revisit the idea of regularly scheduled Commissioner Office Hours. She advised the last three issues could have been addressed in the office instead of at their regularly scheduled meeting.

Commissioner Norem made a motion to give permission for keys to newly hired, Deputy Auditor, Ruth Jensen, and Interim, Deputy Treasurer, Kasey Clark. Commissioner Davis seconded the motion, and Commissioner Bridegroom signed the requests.

**RE: VENDOR CLAIMS**

Commissioner Norem advised the claim from Kevin Woods, in the amount of \$ 250.00, into the total claims submitted for approval. She then made a motion to approve the claims as submitted; but table the claim from Logansport State Hospital; table the claim from Evansville State Hospital; deny the claim received from Kay Reinbolt; deny the claims from the two deputy assessors; & approve the claim from Kevin Woods. The net amount of the claims approved for payment totaled

\$177,661.48. Commissioner Davis seconded the motion and it passed with all ayes. A discussion followed regarding the two claims submitted for payment from the Deputy Assessors and it was decided the Commissioners would personally pay those two claims.

Auditor Chaffins advised the county had received a credit of \$124.06 from the City of Knox in regard to the water/sewer billing at the county's warehouse building. When the Auditor's office had inquired as to the amount of their billing at that location they were advised that an error had been made in the billing and a credit would be issued on that account. The services had been discontinued but the City advised they could not transfer the credit to another one of the county accounts, such as the Courthouse, without documentation of the motion from the Board of Commissioners. Commissioner Norem made a motion to transfer that credit, to the County Courthouse account, 8132000. Commissioner Davis seconded the motion and it passed with all ayes.

Commissioner Norem stated at the last Courthouse Security Meeting the issue of the electrical wiring in the Courthouse was addressed. Commissioner Bridegroom stated he would talk with Judge Hall about the situation. He also advised the Courthouse elevator should be operating by October 1<sup>st</sup>, in time for the November election. They also discussed a recent price quote obtained by Jim Shilling in regard to the restoration of murals in the Courthouse. Commissioner Norem stated right now, it is a folk lore if the murals even exist. But stated she believed local grant funding could be used to pay for the cost of testing to see if there are, in fact, murals under the paint in the Courthouse.

Commissioner Bridegroom stated he had received a letter from former Deputy Auditor, Dona Hoban wanting the Commissioners to approve her request to receive her three weeks' vacation pay she felt was due to her, after her employment termination on August 11, 2011. Hoban's actual anniversary date was August 26<sup>th</sup>. Auditor Chaffins stated what was at issue is that Hoban stated the county followed a procedure of issuing vacation time based on the first day of the month of the employee's hiring date anniversary, not the anniversary date. Chaffins stated it is documented in the County's Employee Handbook that vacation time is accrued at the actual anniversary date and not the 1<sup>st</sup> of the month. She had also taken a survey of the various county department heads and all but the EMS Department advised they track their employee's vacation time based of that employee's anniversary date, not the 1<sup>st</sup>. Commissioner Norem made a motion to follow the County Employee's Handbook and not award Dona Hoban the three weeks' vacation pay. The motion was seconded by Commissioner Davis, and passed with all ayes. Commissioner Norem advised the EMS Department needs to begin tracking vacation time based on the employee's anniversary date.

Marty Lucas stated he believes he has reached a solution in regard to the Starke County Recorder's issue with the Bulk User Agreement of the FIDLAR software. He stated the Company had issued a contract with a zero amount for "liquidated damages" and zero was not acceptable. He felt the contract could be resubmitted with "liquidated damages" set at \$1,000.00. Commissioner Norem made a motion to set the amount of "liquidate damages" at \$1,000.00 and re-submit the contract; seconded by Commissioner Davis. The motion passed with all ayes.

Mary Ryan and Jenna Sites appeared from the Prosecutor's Office to request the extension of a part time position. The position was created to cover Amanda Marsh's maternity leave. Ms. Marsh would be returning to work on September 19<sup>th</sup>, and they need the part-time position be extended until September 16<sup>th</sup>. Commissioner Norem made a motion to approve that request; seconded by Commissioner Davis. The motion passed with all ayes. They also requested permission to create a new position, a legal intern position that would be a part time position that would expire by the end of October, first of November. Commissioner Norem inquired where the funding would be coming from and they advised they were unsure at this time. Commissioner Norem advised them the request of the funding would need to be approved by the County Council first, before they could create that position. If there is not a way to cover that expense, then the position will not be created.

Charlie Weaver, Starke County Development Foundation Director, appeared before the Board of Commissioners to present the county with a check in the amount of \$ 151,276.50—the proceeds of the sale of land to J.W. Hicks. He stated the proceeds should be placed in the County's Economic Development Fund (CEDIT). He advised the land sold for \$ 9,000.00 an acre. He also stated he had completed paperwork regarding the SR8 – CR300E project. Commissioner Norem made a motion to adopt the Resolution of Starke County, Indiana Committing the Local Match for the Starke County, Knox Industrial Park Intersection Improvement Project Application to the US Department of Commerce, Economic Development Administration. Commissioner Davis seconded the motion and it passed with all ayes. The Commissioners signed the resolution, and then Commissioner Bridegroom signed.

Commissioner Norem announced the resignation of Kay Gudeman from the Starke County Library Board, effective Aug. 22, 2011. Commissioner Davis made a motion to approve the appointment of David Bullock to fill her remaining term, which will expire December 31<sup>st</sup>, 2012. Commissioner Norem seconded the motion, and it passed with all ayes.

Commissioner Bridegroom stated he had received a request from Jim Shilling to sign thank you letters for the students that conducted the Courthouse Tours during the Knox Harvest Festival. The students were Elliott Coad, Hannah Folkers, Elliott Ferch, Chris Lippelt, and Journey Edgell. The letters were signed.

Commissioner Bridegroom stated they had received a copy of the Starke County Clerk's 46CR report. Commissioner Davis stated the Clerk should appear in person, to submit the report.

Commissioner Bridegroom stated they had received the amended contracts from Simplex. Commissioner Norem made a motion to approve the contracts from Simplex in regard to fire safety equipment at the Courthouse, Annex Building, Highway Department, and the Jail. Commissioner Davis seconded the motion, and it passed with all ayes. All four contracts were signed.

Commissioner Davis stated in regard to a grievance that had been filed by a county employee—they found the grievance was filed with no merit and no further action will be taken.

She also advised, Todd Samuelson of Umbaugh, will be attending the Council Meeting on Monday, September 19<sup>th</sup> in regard to the proposed Starke County Library Project.

She stated she has been in contact with Miquel Salazar from CIGNA, in regard to the employees accumulating their Healthy Frontiers points. She advised he has ideas how to assist them with achieving their goal of fifty points.

Commissioner Norem stated she had received an email from Gary Fisher in regards to the CAMS project. A discussion followed with regard to scheduling a follow-up meeting. Commissioner Norem stated she believed the need exists to schedule a separate meeting with the Hospital representatives in regard to their lease, and also at that same meeting, to schedule the report from the Jail Trip Committee so they could share with the Commissioners and Council, a review of what they had learned.

Commissioner Bridegroom stated he had received an inquiry from Interim Deputy Treasurer, Kasey Clark, as to what her work status is considered and if she could be receiving the full Treasurer's salary. He stated the position is full time, and she would be receiving the Deputy Treasurer's pay.

Marty Lucas advised of a concern he received from Attorney, Steve Dodge. Mr. Dodge was inquiring who the Attorney is representing the Building Commission. Marty stated Mr. Dodge is the attorney for the Planning Commission, and he can't represent both County Commissions in the event of a conflict between those two Commissions.

Commissioner Norem made a motion to adjourn the meeting, seconded by Commissioner Davis. The motion passed and the meeting was adjourned at 12:38PM.

**September 6, 2011**

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Dan Bridegroom, President

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Kathy Norem, Vice President

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Jennifer Davis

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Katherine Chaffins, Auditor &  
Secretary to the Commissioners