

Monday, October 15, 2012

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

The meeting was called to order by Commissioner President, Kathy Norem, at 7:00PM. President Norem noted a change to that meeting's agenda: An update of the Safety Committee by Commissioner Bridegroom will be added to Also to Be Discussed, and also will the WIC lease renewal. Commissioner Bridegroom made a motion to approve the changes to the posted agenda, seconded by Commissioner Davis. The motion passed with all ayes.

MINUTES, PAYROLL CLAIM, VENDOR CLAIMS, MONTHLY FINANCIAL REPORTING, COUNTY GENERAL FUND—MISC. REVENUE REPORT

Commissioner Davis advised the minutes of the October 1st meeting be corrected to reflect Larry Harris was appointed to the North Central Community Action Agency. Commissioner Bridegroom made a motion to approve the minutes with Commissioner Davis' correction, seconded by Commissioner Davis. The motion passed with all ayes.

Commissioner Bridegroom made a motion to approve the minutes of the October 10th meeting, the meeting to discuss the 2011 audit reports the County has so far received. Commissioner Davis seconded the motion, and it passed with all ayes.

Commissioner Bridegroom made a motion to approve the payroll for the pay period ending 9/29/12, in the total amount of \$174,583.92. Commissioner Davis seconded the motion, and it passed with all ayes.

Commissioner Bridegroom made a motion to approve the vendor claims except for the claim from CASA due to lack of proper documentation, in the amount of \$42.20. The motion was seconded by Commissioner Davis and passed with all ayes. The net total amount of the vendor claims approved: \$322,490.38.

Auditor Chaffins then gave a brief update on the monthly reporting from all departments in regard to the County's Financial Reporting Ordinance, advising all departments are in compliance with their reporting, and the departments, that have their own bank accounts, had also submitted a copy of their reconciled bank statement.

JAY DOLLAHAN, DOG KILLING

Jay Dollahan appeared before the Board to advise them of the situation that occurred at his residence on Aug. 24th at which time a County Police Officer shot and killed Mr. Dollahan's dog while being at the residence to deliver court paperwork. Mr. Dollahan advised, of the four shots that were fired by the officer, two hit the dog. He noted the officer had stated he had been in fear for his life, and had fired the shots at the dog, while jumping on the hood of Mr. Dollahan's vehicle. Mr. Dollahan also advised his five year son had witnessed the incident. He then reported it had taken five days before the police report was completed and he has stated he felt the officer had changed the story on the police report.

President Norem advised Mr. Dollahan that they were sorry for the loss of his dog but they do not have authority over police procedure. She inquired as to what Mr. Dollahan felt was the lesson to be learned from this incident. Mr. Dollahan noted the officer never ran the siren, or honked his car horn to notify the Dollahans he was at their residence. He also inquired as to the police usage of an animal/dog taser that could be used instead of shooting. President Norem opened the floor for public comment. Comments were heard from Leslie Craft, Eric Craft, Flora McCallum, Geneva Herron, Ben Haut, Victoria Powers, Marsha Ashcroft, Pamela Bailey, and Council President, Dave Pearman. The comments are on file in the Auditor's Office. President Norem advised they will take the suggestions to the Sheriff, and relook at the operating policies and reconsider procedures.

CADA PROCLAMATION

Wendy Elam appeared before the Board to request the Commissioners proclaim the month of October as Domestic Violence Awareness Month. President Norem read aloud the proclamation, and the proclamation was then signed and sealed by the Board of Commissioners.

EMA DIRECTOR REQUEST

EMA Director, Ted Bombagetti, appeared before the Board to request permission to have access to the County's storage facility, in order to have accessibility to the large amount of emergency management equipment that is currently being stored at the facility. Commissioner Bridegroom made a motion to approve his request, and supply him with a key and the security code to the warehouse. Commissioner Davis seconded the motion, and it passed with all ayes.

Commissioner Bridegroom made a motion to approve the signing of the 2011 Reimbursement Grant, Sub-grant Agreement. The agreement had been reviewed and approved by the County Attorney, Marty Lucas. Commissioner Davis seconded the motion, and it passed with all ayes. The Board then signed the document.

Director Bombagetti advised the County has received two collapsible cooling center tents, which are portable, and will be taken to the scene of emergencies during the summer's hot weather months. He advised the cooling misters in these portable units will be able to drop the room temperature by 30 degrees.

IN OTHER BUSINESS

Bridgett Markin, of 1st Source Insurance, appeared before the Board to suggest the Knox/Winamac Clinic provides physician care in the County's worker's compensation claims. She advised they will be available for walk-in basis care, will be more specific with establishing the weight limits of the returning to work employees, and also they will use narcotics as their last method of treatment. She also noted they can do the post accident drug screenings, if there is a need for it.

Commissioner Bridegroom made a motion to name the Knox/Winamac Clinic as the primary worker's compensation physician, effective Nov. 1st. Commissioner Davis removed herself from the vote, as to there being an employment conflict. President Norem seconded the motion, and it passed with the two ayes. Ms. Markin advised any open claims will be completed by the present physician.

Ms. Markin suggested to Commissioner Bridegroom to share the information of the County's Safety Committee with their worker's compensation carrier, Downy Insurance.

Auditor Chaffins completed the remainder of her office's business. She advised, in regard to a claim that was denied at the last meeting, the SBOA does have an established policy in regard to the reimbursement of hotel expense when an employee attends a conference. She advised the SBOA notes that they are entitled to a reimbursement of the State rate for that particular conference, or

up to the single room rate charged by the hotel, in the event they had registered too late to get one of the reserved rooms for the Conference. Commissioner Bridegroom advised it is also stated in IC 5-11-14.1, and he noted he would like to see the county handbook updated to that effect.

Auditor Chaffins then distributed an updated report showing the misc. revenue receipted into the County General Fund so far in 2012. She noted the total of misc. revenue received as of 10/12/12 was \$1,972,598.06, and the total amount of estimated misc. revenue predicted for 2012 was only \$1,819,876.00. She noted there was not one revenue account that could be attributed to for the increase, and also noted this will aid in maintaining a positive cash flow balance of the County General Fund.

Commissioner Bridegroom advised he wanted to correct a statement he had made at a previous meeting in regard to the Sheriff's Merit Board. He noted at the earlier meeting he had stated the Sheriff may present to the Merit Board his candidates for employment for the filling of an officer's position, but advised he should have said the Sheriff will present to the Merit Board his candidates for employment for the filling of an officer's position.

Merit Board President, Ken Arnett, advised he had one more issue to address and that was the complaints he has been receiving from retired county officer, Ron Lawson, in regard to his lack of receiving holiday pay. Attorney Lucas suggested a formal petition in writing be submitted by Officer Lawson to the County.

Attorney Lucas advised the County has received a notice of legal survey, which states Progressive Engineering Inc. has been contracted to conduct a legal survey of the property at 11078 Iroquois, Walkerton, IN at Koontz Lake, on November 1, 2012. Upon completion, a copy of the survey will be recorded in the Starke County Surveyor's Office. A copy of the Notice of Legal Survey is on file in the Auditor's Office.

In regard to the 3rd Quarter Scrap Metal Reconciliation Report, Commissioner Bridegroom advised Mr. Howard Coffin, the party in the scrap metal agreement with the County, had not yet submitted the reconciliation report. President Norem requested the issue be added to the next meeting's agenda.

Attorney Lucas advised he had reviewed the Sworn Statement-In Proof of Loss document that the County had received from the insurance company in regard to the County's property losses from the July 24th storm, and was recommending the signing of the document by the Board. Commissioner Davis made a motion to sign the document, seconded by Commissioner Bridegroom. The motion passed with all ayes, and the document was signed by the Board, and notarized by Attorney Lucas, who is a Notary Public.

President Norem advised the County had received a request for opinion on proposed geographic feature name change from Langenbaum Lake to Langenbahn Lake in Starke and Pulaski Counties, IN from the US Board on Geographic Names. Commissioner Bridegroom made a motion to respond to the request by acknowledging the receipt of the request, but make no recommendation. Commissioner Davis seconded the motion, and it passed with all ayes.

President Norem advised she will work with Auditor Chaffins to compose the response letter.

In regard to a copy of a Petition to Correct an Error, Attorney Lucas advised the document was prepared as a way to remove the unpaid taxes due to the railroad "easement" that ran through property belonging to Jack Bell. He noted, in this case, the abandoned railroad property is not an individual parcel, but rather just an easement. He advised he did not agree with the completion of the document in regard to the reason for the error correction: as the result of a mathematical error. He noted none of the reasons for the correction of errors, as listed on the document, actually pertains to that particular situation, and he advised he will assist Assessor Milner in explaining the exact case specifics on that document, and completing the petition. Attorney Lucas also added he believed this correction would not set any precedence, but rather each railroad property would need to be looked at individually, especially when the taxpayer owned the real estate on both sides of the railroad property that went through the taxpayer's property.

President Norem advised they had received a lease agreement for the WIC Office. She advised it is a five year lease between the Starke County Board of Commissioners, with Pat and Karen Dunn, commencing June 1, 2011. There was some discussion in regard to the lease being for a term of five years, but it also has a 180 day notice to leave the lease. Attorney Lucas advised a clause could be added to the lease in the event the funding for the WIC program was ever terminated. President Norem advised she will speak with Mr. Dunn.

Commissioner Bridegroom made a motion to approve the signing of the agreement for the CIGNA Wellness Seminars "What's for Dinner?", to be held at the Annex Building Meeting Room on Thursday, November 8th at 9:00AM and another at 2:00PM.

Commissioner Davis seconded the motion and it passed with all ayes. President Norem advised the cost of the seminars would be covered by CIGNA. Attorney Lucas advised the contract was "overblown" for a seminar contract. After approving the motion, President Norem signed the agreement.

Commissioner Bridegroom advised he had compiled safety manuals that he distributed to all the members of the Safety Committee at their last meeting on October 12. He advised the master safety program manual, from Downy Insurance, is on file in the Auditor's Office. He noted the next meeting of the Safety Committee will be in thirty days.

He also advised EMA Director, Ted Bombagetti had compiled a storm/fire building evacuation plan, noting that each building's restrooms would be the area in which the occupants in the building should take cover, when a threatening storm is approaching. Director Bombagetti advised the building occupants would be notified via the telephone warning system, when such a storm is approaching.

PUBLIC COMMENT:

There were no comments from the public.

There being no further business, Commissioner Bridegroom made a motion to adjourn the meeting, seconded by Commissioner Davis. The motion passed with all ayes, and the meeting was adjourned at 8:45PM.

October 15, 2012

Kathy Norem, President

Dan Bridegroom, Vice-President

Jennifer Davis

Katherine Chaffins, Auditor &
Secretary to the Board of Commissioners