

## MONDAY, NOVEMBER 5, 2018

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, Don Binkley and Charlie Chesak present and the following proceedings were held to wit:

The meeting was called to order by Commissioner President Don Binkley at 6:00PM.

### ANTHEM HEALTH INSURANCE RENEWAL

Holly Horan and Debbie Rykovich of Anthem Insurance appeared before the Board to discuss the renewal of Anthem Health Insurance for 2019. They advised the rates had decreased for next year. They noted for the plan the County is on in 2018, Plan28, would be a 2.5% decrease. Plan 22 would be a 9.51% decrease. Commissioner Norem asked various County employees who were present at the meeting how they felt about the different plans. Rachel Oesterreicher of the Highway Department advised they had a Safety Meeting and discussed the options for the health insurance. She stated they like Plan 17 which was a lower copay, lower deductible, and higher coinsurance. The monthly rates were higher than the other two plans but was still a 1.30% decrease over the 2018 costs. After a brief discussion Commissioner Norem made a motion to approve Plan 17 with the 1.3% decrease. Commissioner Chesak seconded the motion and it passed with all ayes. Commissioner Norem stated they would keep the HRA the same as previous years.

### PUBLIC HEARING—KIRPC GRANT

Commissioner Binkley opened the Public Hearing for the Planning Grant at 6:06PM. Edwin Buswell of KIRPC advised the County has applied for a Planning Grant in the amount of \$48,600.00 and the County portion to pay would be \$5,400.00 as the local match. The total Project Cost would be \$54,000.00 for a 5 Year Plan. He noted the grant application will be submitted on November 15<sup>th</sup> and should be scored by November 30<sup>th</sup>. He stated he was expecting to hear back on the grant by the 1<sup>st</sup> of December. Mr. Buswell stated the County has selected HWC Consultants to process the plan but there is a concern if they will be able to pick up that Plan for the Regional Stellar involvement in 2019. Commissioner Norem stated they want a good plan prepared. County Attorney Marty Lucas stated SCEDF Director Larry Wickert and himself attended a meeting in regard to the Regional Stellar Program and advised each Agency involved in the Regional Stellar Program would need a Plan. He noted the City of Knox has one but it is expiring in 2019; the Town of North Judson is slightly behind Starke County with their project but the Town of Hamlet is about a month behind. Mr. Wickert advised he does not want to lose the momentum at this time. The Public Hearing was closed at 6:17PM. Commissioner Norem stated she was concerned with rushing the Plan project but will forge ahead. She advised they will need to buckle down and do what they need to do. Commissioner Norem made a motion to accept the Resolution Authorizing Submission and Local Match Commitment (which was prepared by KIRPC). Commissioner Chesak seconded the motion and it passed with all ayes. All of the paperwork was signed by the Board and or Commissioner Binkley. Mr. Buswell advised he would be back for the Board's December 3<sup>rd</sup> meeting to hold the public hearing for the Broadband grant project which was proposed by the Chamber of Commerce.

### EMS MONTHLY REPORT

EMS Director Travis Clary and Clerk MaryLynn Richie appeared before the Board. Clerk Richie advised the number of runs was up for the month of October and the number of transfers was also the highest of the year. She advised the amount of accounts receivable is catching up with 2017's collection. Clerk Richie advised they had received a total of \$2,847.92 from Small Claims Court and \$1,191.93 from Collections Attorney Jonathan O'Hara.

Director Clary advised EMS will be going "live" on December 1<sup>st</sup> with the new software program, Health EMS Mobile Touch.

In regard to Personnel he advised he began hiring new Full Time positions. They will begin work in the November 11<sup>th</sup> pay period.

In regard to Training, Director Clary noted the Paramedics were re-certified in Pediatric Advance Life Support. He attended the LEPC Tabletop exercise at the Knox Fire Department. He noted that their EMS hosted a K-9 training with local police and fire departments. He advised his crew attend the driving simulator which was at the Highway Department. He stated they held their monthly Audit & Review with Starke Hospital. Director Clary advised they also received training on their new

ventilator/bipap. He noted they also trained on their new report writing software. He advised he took 4 paramedics to a South Bend cadaver lab free of charge which was due to a scholarship that was awarded to them. He also advised he had obtained a certification free of charge through the Indiana Department of Homeland Security for SIDS Awareness/Education.

In regard to Safety he advised they had a safety free month.

In regard to Ambulance Maintenance Director Clary advised that Rig 0084 had some lighting issues take care of by the County Highway Department; Rig 3308 is back at the Chevrolet Dealership in Plymouth for suspension/alignment repairs. The chase vehicle received an oil change but also needs tie rods, ball joints, control arms, and an alignment. Director Clary stated Unit 3308 will be the spare ambulance after they receive the new ambulance.

In regard to Base Maintenance he advised the septic tank at Medic 5 was pumped out.

In regard to Public Relation Events in the month of October the Director stated they had participated in an event at the local pre-schools; they participated in trunk or treat events; and attended the Community Foundation's Impact Reception. He advised the department will be getting another Lucas Device from a donation and it will be for Medic 1.

## **COUNTY HIGHWAY MONTHLY REPORT**

Highway Department Rik Ritzler appeared before the Board to present his monthly departmental report. He advised their Paving Program has been completed involving a total number of 57.93 miles. He stated they had submitted a total of four projects in the first round of the 2018 Community Crossing Grant applications. He advised they were the replacement of Bridge 154 for \$296,475.82; the replacement of Bridge 36 for \$237,308.73; the intersection of CR210 and CR600S for \$109,149.00; and CR25N from CR600E to SR23 for \$344,853.00.

Supt. Ritzler advised INDOT has announced the application period for the 2024 call for projects. He advised he will be submitting the projects not picked up by Community Crossings Grants.

He noted they have finalized their application for reimbursement from FEMA in regard to the flooding work.

Supt. Ritzler stated he will be submitting a request for an additional appropriation to use some of the extra revenue they received this year for damage to the roads, county auction, fuel tax refund, and additional refunds. The total amount of the additional appropriation being requested is \$174,437.88. He advised the month of October was a big training month. They participated in IPEP safety training; trained on the driving simulator provided by Mark Ennis of Bliss-McKnight; received snow plow safety training; the Superintendent attended the County Bridge Conference; and they received weekly trainings on three points of contact; LTAP/Purdue Road Scholar class; and the Indiana/Kentucky Damage Prevention Conference that the sign technician Louis Somerfield will be attending.

Supt. Ritzler advised they will be working toward obtaining the APWA Accreditation in 2019. It will be a long process that will take approximately two years.

He advised they recently interviewed 25 applicants for the position of Office Manager. He stated the person will begin that position on Monday, December 3<sup>rd</sup>. He stated they are also in need of another office position. They need someone who can complete the data entry work for their asset management inventories which include roadsoft inventory data; GIS/WTH data entry; fuel system data; equipment inventory; sign inventory and locate data. He added the person will also be assisting the lead mechanic with the parts inventory, ordering and invoicing. He advised the office manager has been doing the data entry but has not been able to keep up with it. He stated they will be eliminating four part time positions to fund this new position.

Commissioner Chesak made a motion to approve the new position of Office Help. Commissioner Norem seconded the motion and it passed with all ayes.

Supt. Ritzler stated he has received three price quotes to purchase a new Ford F250 from Best Ford next year in the amount of \$29,880.00.

He noted they had crack sealed all of their 57 bridge decks last month. They also received a list of jobs to be done concerning bridge maintenance from their bridge inspection consultant.

## **VENDOR PAYMENT SPECIAL REQUEST**

Tim Miller was present at the meeting and turned in two bills for payment. One invoice was for ½ of the cost of the Solid Waste Building which was \$18,800.00 and the other invoice was for the work with the concrete pad which had a cost of \$1,867.00. He stated he needed payment of those two invoices as soon as possible. If those two invoices went through the Vendor Claims Process he wouldn't receive payment until November 20<sup>th</sup>. Commissioner Norem made a motion to handle his request outside of a Vendor Claims Docket and made a motion to approve payment of these two invoices as presented.

Commissioner Chesak seconded the motion and it passed with two ayes. He was instructed to pick up the check in the Auditor's Office on Tuesday, November 6<sup>th</sup>.

## **ISSUE AT BASS LAKE REGARDING PROPERTY OWNERS AND THE PLACEMENT OF STONE**

Highway Department Superintendent Rik Ritzler reappeared in front of the Board to advise them he had been putting stone at the Bass Lake Beach to stop erosion and now he had Bass Lake Property Owners asking for stone on their property. He had stopped to check out one of the properties and advised of the situation at that site that there was a sign posted there that stated "Park Avenue Pier Members Only". There was a pier there also. He stated he wanted to know if he should add the stone or not. Superintendent Ritzler stated as of today though the sign had been removed. Commissioner Norem stated in regard to the piers they are handled by the DNR. She asked if easements could be sold. Attorney Lucas stated they did not have a title to the property to enable her request.

Commissioner Norem left the Meeting at this time for another engagement.

## **TOM HORBACH REQUEST FOR INFORMATION ON A PARCEL AT BASS LAKE**

Tom Horbach and Planning Department Clerk Pam Starkey appeared before the Board. Mr. Horbach stated he was interested in purchasing an abandoned piece of property at Bass Lake which is located near his property. He stated no one is paying taxes on that piece of property and it is being used as a garbage dump. He advised he would like to purchase the property to get it cleaned of its garbage. Attorney Lucas advised when a property does not have an owner it does not mean that the County has control of it. He suggested possibly to get a title search on that property to determine its owner. Another way he stated would be to begin paying taxes on that property and after 10 years or so he could take possession of that piece of property by applying for an adverse title through an adverse possession claim. He noted in order to pay the county property taxes he would need to partition the Assessor. He stated the property does not revert back to the neighboring owners when this is no recordable owner.

## **COMMUNICATIONS PLAN**

IT Director Richard Franks and EMA Director J. Nier appeared before the Board and presented a draft of the Starke County Emergency Management Communication Plan 2018. He stated it was a brief statement of the radios in use in the County and to make sure they are operated properly using the correct channel and frequency. Director Nier stated the Communication Plan is also very important for grants as that is something they are looking for in a County. Director Franks stated he is working on an explanation of the frequencies and freeing up a repeater. He stated this Communication Plan would put everybody on the same page. He advised they would put this out for a set period of time for comment. He noted this plan is small compared to Marshall County's Communication Plan which is over 50 pages long.

There was a brief discussion next in regard to the work completed by J & K and the invoice from J & K just received by the County. A fireman was present from the Bass Lake Fire Department and one from the Railroad Township Fire Department. They advised the siren work, due to changed frequencies, has not been completed yet at San Pierre. Bass Lake reported they had sent their pagers to Bartronics for repair instead of having J & K do the work. He stated he would send the invoice to the County when the work is complete.

Director Franks advised the County should not pay the J & K invoice at this time because not all the work has been completed and he would like to have J & K provide a full explanation of the work they completed.

Commissioner Binkley asked Director Nier is she was the one who completed the two grants the County had received for their CAD System. Ms. Nier stated yes she had entered the two grants which got the County a total of \$150,000.00. He stated the Board would like to thank her for her work in obtaining those two grants. They really appreciate it.

## **IN OTHER BUSINESS TO COME BEFORE THE BOARD**

### **RESTORE WORKS DAMAGE TO AC SYSTEM. PRICE QUOTES.**

Commissioner Binkley advised when RestoreWorks was completing the tuck pointing at the Courthouse they accidentally did damage to the Air Conditioning units which is located outside of the Courthouse. He

advised they will pay for it by reducing their invoice from their quoted price. He also advised he had received two price quotes from Maintenance Director Jim Coad. The price quote for repair of the Courthouse Clock was from Smith's Bell and Clock and is to install a mercury switch upgrade in the price of \$2,150.00; and the other price quote was from Atlas Building Services in the amount of \$2,473.00 for replacing damaged roof tile. He stated both price quotes were approved for payment out of the Cumulative Capital Development Fund.

#### 2019 HOLIDAY CALENDAR

Commissioner Binkley verified that none of the holidays fall on a weekend and Auditor Chaffins advised they were weekend free next year. Commissioner Chesak made a motion to approve the 2019 Calendar. Commissioner Binkley seconded the motion and it passed with all ayes.

#### **AUDITOR'S BUSINESS: MINUTES, VENDOR CLAIMS DOCKET, PAYROLL DOCKET**

Commissioner Chesak made a motion to approve the Vendor Claims Docket of 11/5/18 in the total gross amount of \$403,845.26. Commissioner Binkley seconded the motion and it passed with all ayes.

Commissioner Chesak made a motion to approve the Vendor Claims Docket of 10/15/18 in the total gross amount of \$239,242.38. Commissioner Binkley seconded the motion and it passed with all ayes.

Commissioner Chesak made a motion to approve the Payroll Claims Docket for the pay period ending on 10/6/18 with a pay date of 10/12/18 in the total gross amount of \$244,132.43. Commissioner Binkley seconded the motion and it passed with all ayes.

Commissioner Chesak made a motion to approve the Payroll Claims Docket for the pay period ending on 10/20/18 with a pay date of 10/26/18 in the total gross amount of \$245,979.03. Commissioner Binkley seconded the motion and it passed with all ayes.

Commissioner Chesak made a motion to approve the minutes of the October 1<sup>st</sup> meeting. Commissioner Binkley seconded the motion and it passed with all ayes.

#### **PUBLIC COMMENT**

There being no public comment and no further business, Commissioner Chesak made a motion to adjourn the meeting. Commissioner Binkley seconded the motion and it passed with all ayes. The meeting was adjourned at 7:22PM.

**NOVEMBER 5, 2018**

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Don 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