

Monday, November 7th, 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: MINUTES

Commissioner Norem made a motion to approve the minutes from the Oct. 17th meeting, seconded by Commissioner Davis. The motion passed with all ayes, and the final minutes of the Oct. 3rd meetings were then signed.

RE: COUNTY HIGHWAY DEPARTMENT BIDS

County Attorney, Marty Lucas, announced all bids were received in a timely manner. County Auditor, Katherine Chaffins verified they were. Attorney Lucas then opened each bid individually and read the highlights of each bid. The bids received are as follows:

BID #	COMPANY	ADDRESS	BID AMOUNT
#3	Good Oil Co.	1201 N US35, Winamac, IN	2.963/gal.
#4	Good Oil Co.	1201 N. US35, Winamac, IN	3.478/gal.
#6	Hanson Material Co.	14458 W CR700S, Francesville, IN	#4 stone 9.00 Riprap 12.50 #73 capp 6.75 #9 capp 10.75 #11 capp 11.00 # 8 AP capp 10.75 # 2 capp 8.50 # 53 capp 6.50 # 8 capp 10.25
#2	Bit-Mat Products of IN	PO Box 428, Ashley, IN	AE60 1.82 AE90 1.82 AE150 1.88 AE300 1.95 AEPL 1.82 RS2 1.82 AE90S 2.08
#4	Petroleum Traders Corp.	7120 Point Inverness Way, Fort Wayne, IN	3.1898/gal.
#3	Petroleum Traders Corp.	Fort Wayne, IN	2.6611/gal.
#9	Metal Culverts	PO Box 330, Jefferson City, MO	(several price sheets) (are on file in auditor's office)
#6	US Aggregates	5400 W. 86 th St., Indianapolis, IN	#2 8.00 #11 11.50 #12 11.00 #5 8.50 #53 7.00 #73 7.00 #9 11.00 Rev. Riprap 11.00 Riprap 10.00
#8	Central Paving	PO Box 357, Logansport, IN	.833/gal.
#1	Central Paving	PO Box 357, Logansport, IN	72./ton
#7	Rock Industries	PO Box 187, Peru, IN	6.50/ton
#6	Rock Industries	PO Box 187, Peru, IN (delivered)	18.30/ton
#6,	Rock Industries, cont.		#5 18.85 #9 19.20 # 11 19.70 #12 19.65 #53 & #73 17.90 Com riprap 20.50 Rev. riprap 21.30
#6	Rock Industries	(to be picked up at Plymouth Plant)	#2 12.25/ton #12 13.15 #53 & #73 12.05 #9 12.95 #11 13.50 #5 12.35 com riprap 13.65 Rev. riprap 16.15
#6	Rock Industries	(to be picked up at Peru Plant)	#2 7.35 # 53 & #73 6.95

			#5 7.90
			#9 8.25
			#11 8.75
			#12 8.70
			Com. Riprap 9.05
			Rev. riprap 9.85
#6	Rock Industries (del. To Marshall Co. Hwy. Dept)		# 2 11.85
			#12 13.20
			# 5 12.40
			#53 & #73 11.45
			#9 12.75
			#11 13.25
			Com. Riprap 14.05
			Rev. riprap 14.85
#5	Rock Industries (FOB: Plymouth Plant)	#8 gravel 9.00/ton	Bank run gravel
			4.70/ton
			Sand & ice sand 6.50
			Fill sand 4.95
#2	Asphalt Materials 2820 E. Durbin St., Warsaw, IN		
		RS2, AE90, AE-T, AE-PL 1.8667/gal.; 448./ton	
			AE150 1.9667/gal; 472./ton
			AE300 2.0750/gal.; 498./ton
			AE90S 2.3667/gal.; 568./ton
			Dustlay 1.7667/gal.; 424./ton
#1	Rieth-Riley	PO Box 1828, Logansport, IN	SC250 80.00
			SC250 winter 80.00
			SMP 90.00
#4	Rackham Service Corp.	diesel fuel	3.83/gal.
#3	Rackham Service Corp.	Gasoline 3.234/gal.	
#9	St. Regis Culver, Indianapolis, IN		price lists on file
#9	DEBCO Metal Culverts, Francesville, IN		price lists on file

Attorney Lucas announced the conclusion of the bids. Commissioner Davis made a motion to take these bids under advisement, seconded by Commissioner Norem. The motion passed with all ayes.

RE: COUNTY HIGHWAY DEPARTMENT REPORT

Highway Dept. Superintendent, Steve Siddall, appeared to report the receipt of a letter from Beam, Longest, and Neff (BLN) announcing the closure of Bridge # 51, on CR850E, over the Osborn Ditch, due to extensive damage of the timber cap, at the north bent of the structure. He stated the damage was caused by the heavy equipment traffic on the bridge. A detour has been posted on CR700S, on both sides of the bridge. He noted that Bridge 51 was on the original list of bridges to be replaced this year if they would have stayed on track with those replacements. He recommended the bridge be replaced using the time table as bridges 62 & 9. Commissioner Davis stated they should proceed with the bid process, and he should work up a package for bidding. Siddall stated he could bid all three at the same time to receive better pricing. Commissioner Norem stated he should request the bids together, but then separately also. In the original bridge schedule bridges 46 & 71 were due this year, and bridges 79, 36, and 47 were scheduled for next year.

At this point in the meeting (9:30AM) Ken Wagner handed, to the Auditor, a plain, sealed envelope. Attorney Lucas advised to record the time received on the envelope, and not to open the bid. He advised it couldn't be considered since it was not received by the time stated in the bid notice, (by 8:30AM in the Auditor's Office). He stated the bid should be returned to the company submitting the bid.

Siddall then reported about the Bridge 156 project, that the south approach to the bridge, needed to be re-poured, since the elevation of the approach was too high. He stated Tonn & Blank had taken it upon themselves to run approaches out further, but now they are located in the flood plain. The expense of the additional approach will be Tonn & Blank's. Commissioner Norem inquired about a log jam at Bridge 66. They advised to have the Surveyor contact James Parker to trap the beavers causing the log jam, since that was not a petition ditch.

RE: EMS

Director Paul Mathewson, and Clerk Mary Lynn Ritchie appeared before the Board to discuss the possible establishment of an agreement between the county and the EMT's in regard to the reimbursement of the paramedic classes attended in the pursuit of their ALS certification. Mr. Mathewson announced he had received a copy of the Pulaski Memorial Hospital's agreement, and IU-Health-Starke's copy of their agreement with their employees. They advised this program could affect approximately 5-6 employees a year. He stated there are currently three currently enrolled in the training (two full time, and one part time) He added it will cost approximately \$4000.00-5000.00. for an employee to complete the whole program. Commissioner Davis inquired if one-half reimbursement was alright for the employees. Attorney Lucas stated the agreement should state a personal commitment and if not fulfilled they would need to pay the county back for their reimbursement. Commissioner Norem stated the program would work similar to a loan and it is paid back with service. If they are to leave before completing their services, they would need to reimburse the county for the training. Commissioner Bridegroom stated it could also state upon earning a specific number of credit hours, one would be reimbursed for training. Commissioner Norem stated Director Mathewson should write up an agreement involving the schooling and how to fund it, to be presented at the next meeting. Commissioner Bridegroom stated the presentation should include at least two different scenarios. They also reminded the Board of the scheduled meeting with the hospital representatives, on Wed., November 9th, at 9:00AM, in regard to the BLS & ALS transfers.

RE: EMA DIRECTOR, GRANT AGREEMENT

County EMA Director, Ted Bombagetti, appeared before the Board to request signatures on a grant agreement, EDS# C44P-2-148A. The purpose of the grant is to purchase amateur ham radio equipment for a module and radio station, to go into the county's command center. Attorney Lucas stated it was a standard government grant agreement. Commissioner Norem made a motion to approve the signing of the agreement, seconded by Commissioner Davis. The motion passed with all ayes, and the agreement was signed. A signed copy is on file in the Auditor's Office. Commissioner Bridegroom stated he had discovered the command center was not on the insurance list of covered personal property. Director Bombagetti stated the goal is to make it a stand alone command unit that could go anywhere in the county. Director Bombagetti also stated he has completed a proposed Emergency Ordinance, which would be needed during any upcoming winter storm advisories. Commissioner Norem made a motion to take the proposed ordinance under advisement, seconded by Commissioner Davis. The motion passed with all ayes.

RE: REQUEST FOR EARLY VACATION TIME

Commissioner Norem read a letter received from County Prosecutor's employee, Amanda Marsh. The letter stated while Ms. Marsh returned from her maternity leave she received a new anniversary date which is in March, which officially changed the date she would be eligible for a vacation. But, she has already booked a family trip in February. Her request is for the Commissioners approve her to receive her vacation time early, so her vacation in February would be a paid vacation. The Commissioners advised they do not want to start changing dates of vacations, and therefore the request was denied. They advised, if her Department Head, (Mr. Bourff) approves, she could take the time off in February, but it would be without pay. That would totally be up to the Prosecutor, to give her the time off.

RE: KOONTZ LAKE DEDICATED PARK LAND

Surveyor, Brad Cramer, Attorney, Patrick McEuen, and land owner, John Knight appeared before the Board to discuss the possible encroachments of improvements onto the dedicated park land area of Koontz Lake. Cramer presented a survey map of the area. McEuen advised the subject on hand, is the encroachment by the land owners. He advised they were not aware of the dedication of the park land, and apparently believed that area was theirs when they made the improvements. Attorney Lucas stated there is no recorded deed to that park land area. Cramer asked of the possibility of moving the line. Lucas stated the only party affected would be the Commissioners, but it would require notices to all other owners in the subdivision. They advised they were not proposing the closing of the park land, just reducing the size—just to change the meander line that runs around the lake. McEuen advised the county needs to establish a line because it could be costly in fees and time consuming, and they could avoid the expense of the judicial process. Lucas advised they could denote it only applies to existing residential structures, and not boat houses, etc. They would need to establish a specific policy. Lucas stated other counties have the same problems and already have policies in effect and can avoid litigation. He noted Steuben, Dekalb, and Kosciusko as such counties with policies. The Commissioners agreed to take it under advisement.

At this point in the meeting, a fifteen minute break was taken. The meeting commenced again at 10:35AM.

RE: 2012 COUNTY HEALTH INSURANCE

Bridget Markin and Miquel Salazar appeared before the Board and gave a thorough current review and a presentation of the available options for 2012. They advised the county will see a 12.5% increase in their premiums, but if the county signs a renewal before November 10th, their increase would only be 7.83% increase. The written options are on file in the Auditor's office.

Commissioner Davis made a motion to approve the renewal for 2012, but not accepting any of the addition option choices, seconded by Commissioner Norem. The motion passed with all ayes. The 2012 renewal is a continuation of the 2011 coverage. Commissioner Norem requested a list of the wellness points for all the employees be given to the HR Deputy, and also stated the employees need to be reminded that it is the employee's responsibility to apply for their HRA coverage, the reimbursement portion of their deductible.

RE: MOBILE HOME COMPLAINT AT 6690E CR250N

George & Betty Dotlich, and Tony & Jane Standifer appeared before the Board to discuss their complaint in regard to a mobile home at 6690 E CR250N, which had just been moved into that location. They stated they had contacted Commissioner Norem about this problem since she is the commissioner for their area. They advised the land owners at that location had received a permit from the County for a Type 1 manufactured home, but the two couples do not believe the county abided by its own codes and ordinances when giving the permit. Mr. Dotlich stated the manufactured home in question, was tagged as a salvage unit, was once used as a mobile office structure, and cost the landowners \$6300.00. Mr. Dotlich stated at the time of the permit, there were no functioning kitchen or bathroom facilities. Attorney Lucas stated this is a concern for the Board of Zoning Appeals, and not the Board of Commissioners. Mr. Dotlich stated he wanted everyone running the county to be aware of the situation. Mrs. Dotlich stated they are not objecting to any zoning rules, but they are questioning how a mobile home with a 5B construction code, a modular office structure, can be considered as a type 1 manufactured home. They are objecting to the issuing of the permit. Bruce Williams, the County Building Commissioner, advised the BZA Board is a judicial board, and the Planning Commission is the legislative board. Commissioner Bridegroom asked Williams to call the Chairman of the BZA to schedule a special meeting, since the Dotlichs had missed the deadline to appear before the BZA November meeting.

IN OTHER BUSINESS:

Commissioner Davis made a motion to approve the closing of county offices on Monday, Jan. 2, 2012, to recognize New Year's Day, which is on a Sunday. Commissioner Norem seconded the motion and it passed with all ayes.

Commissioner Davis made a motion to approve December 16, 2011, 2:PM-4:00PM, as the date and time of the annual holiday party for the courthouse and annex building employees. Commissioner Norem seconded the motion, and it passed

with all ayes. The Commissioners announced the Courthouse and the Annex offices will close on that day at 2:00PM. Mary Lynn Ritchie had advised that Judge Hall was in agreement with the closing.

Auditor Chaffins had inquired, since the county employees will not be receiving any raises in 2012, would the Commissioners consider following the State's holiday schedule, and allow for Columbus Day and Martin Luther King Day be added to the county's holiday schedule. Commissioner Norem stated they are not in favor of increasing the number of days, noting in 2012 two more holiday days will be added due to the 2012 elections: primary day and the general election day.

Commissioner Norem made a motion to approve the 2012 Holiday Schedule, seconded by Commissioner Davis. The motion passed with all ayes. A copy of the approved holiday schedule is on file in the Auditor's Office, and has been posted online, on the county's website.

Commissioner Bridegroom stated he would like to address nepotism issue in county offices, within departments.

Commissioner Norem stated she would like to pursue the issue as an ordinance, not as county policy. The Commissioners discussed the issue and stated the policy would not include the Judge's employees. Attorney Lucas advised the issue should go to a public hearing. Commissioner Norem made a motion requesting Attorney Lucas draft an ordinance addressing anti-nepotism within departments, in the county. Commissioner Davis seconded the motion, and it passed with all ayes.

Commissioner Bridegroom stated Judge Hall needs his own employee policy hand book and would need to present it to the Board.

Commissioner Norem stated they had received a letter of Engagement from Ice Miller LLP for Public Affairs Services that required their signatures. This is in reference to the county's request for Ice Miller to assist them in connection with legislation to provide funds to finance the construction, acquisition, improvement, renovation, equipping and operation of a jail and related facilities in the County. Attorney Lucas reviewed the letter and approved it. Commissioner Bridegroom made a motion to accept the letter of engagement, seconded by Commissioner Davis. The motion passed with all ayes, and the letter was signed.

Commissioner Norem announced an upcoming meeting of the Jail Community Advisory Committee, on Monday, Nov. 14th, at 4:00PM, in the Annex Meeting Room. The meeting has been posted as a public meeting.

Commissioner Bridegroom stated he has received price quotes from Starke County Glass in regard to the broken, 3rd floor windows in the Courthouse. He stated he will be obtaining at least one more price quote.

He also advised he had received a request from Brad Miller, of Elkhart, IN who is requesting the old bridge # 141, which has been long abandoned by the county. He advised it is located on CR600N, east of CR300E. Attorney Lucas advised it should be offered at the next county public sale.

In response to a concern from the Commissioners in regard to the county's computers, IT Director, Joe Short, stated he will get price quotes on anti-virus software and software to block certain websites from certain departments. He advised he has been discussing these issues with other counties also to see how they are addressed in other counties.

RE: VENDOR CLAIMS & PAY CLAIMS

Commissioner Davis made a motion to approve the claim docket dated Nov. 7th, in the amount of \$352,022.16, seconded by Commissioner Norem. The motion pass with all ayes, and the claim docket was signed. Commissioner Norem made a motion to approve the pay claim for the period ending Oct. 29, 2011 in the amount of \$163,011.48, seconded by Commissioner Davis. The motion passed with all ayes, and the claim was signed. Commissioner Norem made a motion to approve the pay claim from Oct. 15, 2011 in the amount of \$201.52, which was a correction to pay voucher submitted by the assessor. Commissioner Davis seconded the motion, and it passed with all ayes. The pay claim was signed.

Commissioner Bridegroom stated he has received a complaint in regard to the using of the Bass Lake Campground as a storage facility. Attorney Lucas stated he will review the situation with campground storage.

Commissioner Davis made a motion to adjourn the meeting, seconded by Commissioner Norem. The motion passed with all ayes, and the meeting was adjourned at 1:22PM.

November 7, 2011

Dan Bridegroom, President

Kathy Norem, Vice President

Jennifer Davis

Katherine Chaffins, Auditor &
Secretary to the Commissioners