

## MONDAY, DECEMBER 16, 2019

Pursuant to adjournment comes now the Starke County Council and meet in a joint session with the Starke County Board of Commissioners at 5:30PM in the Annex Building Meeting Room, Knox, Indiana, with Dave Pearman, Kay Gudeman, Freddie Baker, Brad Hazelton, Don White, Howard Bailey, Robert Sims, Charles Chesak, and Bryan Cavender present, and the following proceedings were held to wit:

The meeting was called to order by Council President, Dave Pearman at 5:40PM.

Councilman Hazelton made a motion to approve the minutes from Monday, November 18, 2019 Starke County Council Meeting. Councilman Baker seconded the motion and the motion was approved with all ayes.

### SCEDF MONTHLY REPORT

Larry Wickert, Director of Starke County Economic Development Foundation came before the Starke County Council and Board of Commissioners to give his monthly report. Director Wickert advised that things are looking well in the preparations in Common Collabs. He stated they had spoken to Saber, the jail staff, and the Judge, they are going to do another inmate welding training starting in January. They had also had a community asset inventory study completed, this was completed by Purdue and it was shown that Starke County has some difficult areas. They had asked Purdue what we could do to improve things and how the study was done. He had also mentioned he had talked to the Board of Commissioners earlier this year about rewriting the zoning ordinances, putting them in a format so that they can be put online. He wanted to give a progress report, they have had an individual working on that this year and she is about 60% of the way through and should be finished sometime in the first quarter of next year. President Pearman asked for an update on the Stellar Communities Selection. Director Wickert stated that there was another region selected. However, they did have some good comments from the people they had worked with at OCRA. He advised the committee has talked and they would like to proceed with this process again next year. Councilman Baker advised Director Wickert that he was approached by 5 different people from North Judson today, who are upset because they do not have a grocery store, especially after the town gave them \$50,000. Director Wickert stated he will be reaching out different grocery entities to see if there is anyone we can find and reach out to come to North Judson. He also mentioned that the \$50,000 he is talking about was a loan from the Town of North Judson and most of that was paid off other than the last 3 or 4 months.

### COURT TRANSFER REQUEST

President Pearman explained the Council has a letter from Circuit Court explaining the reason for their transfer as no one from Circuit Court could be present. Councilman Hazelton made a motion to approve the following transfers:

Move money into:

1000.40102.000.0029 Equipment \$12,780.00  
1000.40301.000.0029 Lawbooks \$606.00  
1000.40501.000.0029 Remodel/Furniture \$250.00

Make a reduction to:

1000.10406.000.0029 Pauper Attorney Fees \$559.00  
1000.11303.0000.0029 Petit Jurors \$2815.00  
1000.30600.000.0029 Utilities \$2347.00  
1000.12000.000.0029 1<sup>st</sup> Probation Officer \$289.00  
1000.12900.000.0029 3<sup>rd</sup> Probation Officer \$5134.00  
1000.20305.000.0029 Pauper Counsel \$413.00  
1000.30100.000.0029 Postage \$1412.00  
1000.30300.000.0029 Dues & Subscriptions \$95.00  
1000.30906.000.0029 Jury Meals \$572.00

Councilman Bailey seconded the motion. Councilman Baker inquired about why they are deviating from what their policy is regarding transfers and the department heads being present. President Pearman explained that was an end of year transfer and it was presented to the council that the Judge could not be present. Councilman Sims asked what type of equipment this money was going to. Auditor Oesterreich

explained the Circuit Court purchased all new computers and instead of asking for this item as a capital expense they found the money within their budget to pay for these items. The vote passed with all ayes.

### **PURDUE EXTENSION TRANSFER REQUEST & CONTRACT**

Councilman Bailey made a motion to approve the following transfer:

Move money into:

1000.20202.000.0021 Repair & Maintenance \$429.80

Make a reduction to:

1000.30404.000.0021 Computer Contract \$429.80

Councilwoman Gudeman seconded the motion and the motion passed with all ayes.

Julia Miller from Purdue Extension came before the Board of Commissioners to request the approval of the Purdue Extension Contractual Services Agreement in Starke County for 2020. Commissioner Cavender made a motion to approve the contract as presented. Commissioner Chesak seconded the motion and the motion was approved with both ayes.

### **IT TRANSFER REQUEST & CONSULTANT RECOMMENDATIONS**

Director Richard Franks and Mr. Oakley from Golden Tech came before the Starke County Council and Board of Commissioners to present the proposal as requested. Mr. Oakley first presented the boards with the 2020 Strategic Roadmap proposal. He explained that Starke County Government has expressed interest in developing an IT roadmap and budget for the next several years. Golden Tech will produce their standard customer IT roadmap that outlines upcoming IT initiatives that the Starke County stakeholders need to be aware of and planning for over the next 3 years. The provided report will include point-in-time cost estimates for budgeting purposes and will be inclusive of any and all initiatives that Golden Tech is informed of through collaborative efforts with Starke County IT representatives. President Pearman asked if the \$1500 has been spent yet. Mr. Oakley explained that these are all proposals and nothing has been spent yet. Mr. Oakley explained the other three quotes are a different strategic approach to our current environment. These proposals include Windows Server 2008 Upgrades, Exchange 2010 Upgrades, and Storage Array Upgrades. He came up with a way that would not require such a large investment upfront and it will address some concerns that are coming down the pipe. The upgrade that they would recommend tackling first would be the Windows Server 2008 Upgrade as Microsoft's operating systems end of life will be January 14, 2020. Over 50% of our infrastructure is running this operating system. President Pearman asked if Mr. Oakley's company also provides this hardware. Mr. Oakley stated yes his company can provide the hardware but at this time he is just presenting proposals. President Pearman stated for the record, normally, a consultation happens from a third party. He stated that the initial costs that were presented in Windows Server 2008 Upgrades were about \$68,000, according to his proposal it would only cost \$14,785.50.

Councilman Hazelton asked if this would upgrade everything or just certain things. Mr. Oakley explained there is no hardware component in the proposal meaning he went through and removed the additional hardware that was initially provided in the Dell quote. It was determined that the hardware was not something that was immediately necessary. He stated this does address the six 2008 servers that will be upgraded but there are no hardware upgrades. Councilman Bailey asked what Mr. Oakley believes the existing hardware's lifespan would be. Mr. Oakley advised that the storage array is just approaching its 4 year mark, this is the same thing with two of the servers and the third server is about at the five year mark. His company's recommendation to most customers is to start to have discussions about what you are going to do at the 5 year mark minimum. Going as far as 7-8 years would be taking you beyond the extended warranty. He would expect quite a few more years on the existing hardware as long as we maintain the warranty's and complete maintenance on them. This is why he pulled the hardware off Dell's recommendation as he cannot say in good faith that we would need the hardware at this time.

Mr. Oakley then presented the Exchange 2010 Upgrade proposal. He stated Starke County Government is currently utilizing Microsoft Exchange Server 2010 to provide critical email services to end users across multiple locations. Microsoft Exchange Server 2010 will reach end of life on October 13<sup>th</sup>, 2020 and therefore Golden Tech recommends upgrading to Microsoft Exchange Server 2016 prior to the aforementioned deadline. Doing so will ensure the integrity and availability of critical email services into the future and present incurring additional risk by utilizing end of life software. President Pearman asked when the end of life is on Exchange Server 2012. Mr. Oakley advised it would not be until 2022

or 2023. President Pearman asked what the downside is of not upgrading right away. Mr. Oakley stated we would run into functionality problems with these products endings. He advised we could go to Office 365 or a cloud based service in which you would have a monthly rate rather than a capital upgrade rate after so many years. President Pearman asked if Mr. Oakley could put in the consultation quote something regarding the negative impact of not doing these upgrades. Mr. Oakley stated that they could do this. President Pearman stated he had mentioned the storage array already, he asked if Mr. Oakley feels we could move out of the 10% comfort zone. Mr. Oakley explained the storage array is only here for a cost estimate purchase. Based upon the analysis they had completed of our server infrastructure, the reallocation of space that is technically not being used, he believes that we would be able to increase our unused storage space from 10% to anywhere between 15%-35%. Councilman Hazelton asked if Mr. Oakley's recommendation would be first the Windows Server 2008 Upgrades and then go from there. Mr. Oakley agreed. President Pearman stated he agrees with the Exchange 2010 Upgrade. Councilman Pearman asked if possibly the Commissioners would want to hear about the storage array and how we could sharpen that up and then see what the total is. After further discussion it was decided that the Board of Commissioners will review the proposals and make a decision at the next Commissioners meeting of which proposal they would like to recommend to the council.

Councilman Hazelton made a motion to approve the following transfers:

Move money into:

1000.30500.000.0035 Telephone \$500.00

1000.30500.000.0035 Telephone \$1029.41

Make a reduction to:

1000.20209.000.0035 Maintenance Supplies \$500.00

1000.20209.000.0035 Maintenance Supplies \$1029.41

Councilman Baker seconded the motion and the motion passed with all ayes.

Councilman Hazelton made a motion to approve the following transfers:

Move money into:

1000.30708.000.0035 Low Contracts & Maintenance \$7,607.00

1000.30705.000.0035 Internet Services \$871.00

Make a reduction to:

1000.10101.000.0035 Director \$6,208.00

1000.10217.000.0035 Assistant \$2,270.00

Councilman Baker seconded the motion and the motion passed with all ayes.

## **RECORDER TRANSFER REQUEST**

Councilman Baker made a motion to approve the following transfers:

Move money into:

1000.20100.000.0004 Office Supply \$86.85

1000.30502.000.0004 Fidler \$1.00

Make a reduction to:

1000.30100.000.0004 Postage \$87.85

Councilman Bailey seconded the motion and the motion passed with all ayes.

## **HIGHWAY TRANSFER REQUEST**

Councilman Hazelton made a motion to approve the following transfers:

Move money into:

1176.10209.000.0530 Bookkeeper/Clerk \$5450.00

1176.20100.000.0530 Office Supplies \$5225.00

1176.30400.000.0530 Maintenance & Repair \$697.93

1176.32007.000.0530 Safety Supplies \$833.40

1176.30405.000.0531 Service Contract \$1500.00

Make a reduction to:

1176.10210.000.0531 Truck Drivers \$13,706.33

Councilman Baker seconded the motion and the motion passed with all ayes.

## **SHERIFF RETIREMENT FUND DISCUSSION**

President Pearman advised he asked Auditor Oesterreich to do some research on the adjoining counties regarding what fund the Sheriff's Retirement is paid from and what type of plan they use. Auditor Oesterreich had emailed all 91 counties in Indiana. He stated none of the 91 counties use PERF and most other counties has a line within the Sheriff's Department budget to fund the retirement. He stated to the Sheriff's point the amount to be budgeted is hard to pinpoint and we don't always know what we are going to get from the State or other sources. President Pearman explained that we have a very challenged budget in Starke County but he would recommend making this a line item within the Sheriff's Department budget and the council will need help from the Sheriff's Department by reducing their budget in other areas to make up for the retirement line item. He explained this is something that the council and the department can work together more on and work on making predictions for future years in the amount of money they will need. President Pearman advised that the additional appropriation does not need to be the published \$61,554.72, it needs to be \$55,913.25. Councilman Hazelton made a motion to approve the additional appropriation for the Jail CREDIT Fund 1114 in the amount of \$55,913.25 for the Sheriff's Department Retirement. Councilman Baker seconded the motion and the motion passed with all ayes.

### **ASSESSOR TRANSFER REQUEST**

Councilman Hazelton made a motion to approve the following transfers:

Move money into:

1188.10804.000.0000 Health Insurance \$5,000.00

Make a reduction to:

1188.30508.000.0000 GIS Contract \$5,000.00

Councilman Baker seconded the motion and the motion passed with all ayes.

### **ADDITIONAL APPROPRIATIONS**

President Pearman advised that the additional appropriations they are about to go through have already been approved throughout the year but they were not published. Councilman Hazelton made a motion to approve the following additional appropriations:

4006 Drug Buy Money \$5,000.00

1114 Jail CREDIT \$1,393,593.19

1112 CREDIT \$38,347.50

1138 Cum Cap Development \$193,871.20

1186 Rainy Day \$87,815.10

4101 EMS Donation \$32,627.21

Councilman Baker seconded the motion and the motion passed with all ayes.

### **COMMISSIONER TRANSFER REQUEST**

Commissioner Cavender explained to the Starke County Council that these are transfer request for those line items that they are unable to fully predict the budget for such as PERF, Liability, Workman's Compensation, unemployment and Juvenile Detention. Attorney Lucas read off the following transfer request for the record:

#### Starke County Planning for Starke County Commissioners

Move money into:

1000.31203.000.0025 Liability Insurance \$2881.48

Make a reduction to:

1000.20400.000.0022 Fuel, Lube, Tires \$1500.00

1000.30200.000.0022 Mileage \$600.00

1000.30300.000.0022 Dues & Subscriptions \$265.00

1000.30802.000.0022 Blueprinting \$260.02

1000.31700.000.0022 Legal Notices \$256.46

Also,

Move money into:

1000.31203.000.0025 Liability Insurance \$507.25

Make a reduction to:

1000.10307.000.0022 Ordinance Code Enforcer \$457.25

1000.10401.000.0022 Comp for Night \$50.00

Starke County Probation for Starke County Commissioners

Move money into:

1000.31203.000.0025 Liability Insurance \$24,148.79

Make a reduction to:

1000.10202.000.0008 Chief Deputy \$3078.98

1000.10411.000.0008 2<sup>nd</sup> Clerk \$11,116.53

1000.10550.000.0008 Longevity \$307.79

1000.10102.000.0032 Deputy Prosecutor \$6391.29

1000.10407.000.0032 2<sup>nd</sup> Clerk \$3254.20

Starke County Sheriff for Starke County Commissioners

Move money into:

1000.31203.000.0025 Liability Insurance \$9151.24

Make a reduction to:

1000.10402.000.0005 Detective \$7651.24

1000.10550.000.0005 Longevity \$1500.00

Starke County Surveyor for Starke County Commissioners

Move money into:

1000.31501.000.0025 Juvenile Detention \$5175.05

Make a reduction to:

1000.20202.000.0006 Repair & Maintenance \$3715.60

1000.20400.000.0006 Fuel, Lube, Tires \$1459.45

Starke County Election for Starke County Commissioners

Move money into:

1000.10701.000.0025 PERF \$29,559.01

Make a reduction to:

1000.10204.000.0019 Clerical Assistant \$8872.04

1000.10300.000.0019 Extra Help \$500.00

1000.10403.000.0019 Absentee Voters Board \$5871.05

1000.10500.000.0019 Canvassing Board \$400.00

1000.10604.000.0019 Precinct Board \$10,900.00

1000.10802.000.0019 Provisional Ballot \$520.00

1000.11001.000.0019 Travel Board \$500.00

1000.30400.000.0019 Maintenance & Repair \$700.00

1000.30902.000.0019 Rent Polling Places \$200.00

1000.31001.000.0019 Precinct Board Meals \$495.92

1000.31900.000.0019 Repair Voting Machines \$400.00

1000.32000.000.0019 Election Day Support \$200.00

Councilman Baker made a motion to approve the transfer request for the Commissioners as presented. Councilman Hazelton seconded the motion and the motion passed with all ayes.

**COUNCIL TRANSFER REQUEST**

Councilman Hazelton made a motion to approve the Starke County Council transfer request as follows:

Move money into:

1000.30200.000.0033 Mileage \$41.04

Make a reduction to:

1000.10115.000.0033 Council Members \$41.04

Councilman Baker seconded the request and the motion passed with all ayes.

### **EMS TRANSFER REQUEST**

Clerk MaryLynn Ritchie present the Starke County Council and Board of Commissioners with information pertaining to the money that they have collected thus far this year as well as the number of transfers that have done since the transfer rig has been up and running. She explained that the transfer rig began April 1, 2019 and they have averaged 91 transfer runs per month. After discussion regarding the money brought in by the transfer unit verse the money being spent on the costs of the transfer unit President Pearman stated we need to keep an eye on the transfer unit as if it is not making money it is not a business we want to be in. This was agreed upon in the beginning. Councilman Hazelton made a motion to approve a transfer request as follows:

Move money into:

1000.20205.000.0020 Building Maintenance \$2892.59

1000.20302.000.0020 Ambulance Repair \$1912.33

1000.20700.000.0020 Ambulance Supplies \$4089.08

Make a reduction to:

1000.20100.000.0020 Office Supplies \$806.07

1000.20500.000.0020 Uniforms \$519.01

1000.20601.000.0020 Sanitation \$15.35

1000.21100.000.0020 Gas, Oil, Lube \$6,105.49

1000.30100.000.0020 Postage \$31.00

1000.30600.000.0020 Utilities \$1209.08

1000.30805.000.0020 Software \$208.00

Also,

Starke County Planning for Starke County EMS

Move money into:

1000.20700.000.0020 Ambulance Supplies \$639.56

1000.20800.000.0020 Ambulance Equipment \$4863.69

Make a reduction to:

1000.10307.000.0022 Ordinance Code Enforcer \$5503.25

Move money into:

1000.10216.000.0020 Full Time Paramedic \$2593.02

Make a reduction to:

1000.10307.000.0022 Ordinance Code Enforcer \$2593.02

Starke County Sheriff for Starke County EMS

Move money into:

1000.10216.000.0020 Full Time Paramedic \$21,961.99

Make a reduction to:

1000.10601.000.0005 Patrolmen \$21,961.99

Starke County Maintenance for Starke County EMS

Move money into:

1000.10216.000.0020 Full Time Paramedic \$5536.26

Make a reduction to:

1000.30706.000.0026 Elevator Contract \$1536.26

1000.30609.000.0028 Annex Utilities \$2000.00

100030601.000.0026 Courthouse Utilities \$2000.00

Councilman Baker seconded the motion and the motion passed with all ayes.

## **2020 SALARY ORDINANCE**

Attorney Lucas stated that on line 196 it should be listed as FLSA status exempt. Councilman Hazelton made a motion to approve the 2020 Salary Ordinance as presented with the correction as presented by Attorney Lucas. Councilman Baker seconded the motion and the motion passed with all ayes.

## **OTHER BUSINESS**

President Pearman brought up the discussion regarding the Starke County Economic Development Foundation council appointment. He explained that currently he serves as well as Councilman Hazelton. He advised he had spoken to Lisa Dan from the Starke County Economic Development Foundation and she had said that Councilwoman Kay Gudeman was interested in the position as well. Councilman Baker made a motion to appoint Councilwoman Gudeman and retain Councilman Hazelton to the Starke County Economic Development Foundation board and executive board. Councilman Bailey seconded the motion and the motion passed with all ayes.

## **TREASURER TRANSFER REQUEST AND TAX SALE RESOLUTION**

Councilman Hazelton made a motion to approve the Starke County Council transfer request as follows:

Move money into:

1000.10300.000.0003 Extra Help \$4,450.00

Make a reduction to:

1000.10200.000.0003 Deputy \$2,250.00

1000.30800.000.0003 Printing & Mailing Tax Statements \$2,200.00

Councilman Baker seconded the request and the motion passed with all ayes.

Katherine Chaffins, Starke County Treasurer, came before the Board of Commissioners to have A Resolution Establishing the Intent to Conduct a Commissioners' Sale to Sell Tax Sale Certificates for Properties that are Severely Delinquent in Payment of Property Taxes approved. Attorney Lucas has reviewed and approved the document. Commissioner Cavender made a motion to approve the document as presented. Commissioner Chesak seconded the motion and the motion passed with both ayes.

## **PUBLIC COMMENTS**

After having no public comments made Councilman Baker made a motion to adjourn at 6:58PM. Councilwoman Gudeman seconded the motion and the motion passed with all ayes.

### **DECEMBER 16, 2019 STARKE COUNTY COUNCIL**

\_\_\_\_\_  
Dave Pearman, President

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Brad Hazelton, Vice-President

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Kay Gudeman

\_\_\_\_\_  
Don White

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Howard Bailey

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Robert Sims

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Freddie Baker

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Rachel Oesterreich, Starke County Auditor and  
Secretary to the County Council

**DECEMBER 16, 2019**  
**STARKE COUNTY BOARD OF COMMISSIONERS**

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Charlie Chesak, President

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Kathryn Norem, Vice-President

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Bryan Cavender

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Rachel Oesterreich, County Auditor  
& Secretary to the Board of County Commissioners