

MONDAY, DECEMBER 17, 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 and Charlie Chesak present and the following proceedings were held to wit:

The meeting of the Board of Commissioners was called to order by Commissioner Vice President Kathy Norem at 6:57PM due to the lateness of the Starke County Council meeting. Commissioner President Don Binkley was absent.

ONSITE SEWAGE SYSTEM ORDINANCE 3rd READING AND PASSAGE

County Attorney Marty Lucas advised of the 3rd Reading of the Onsite Sewage System Ordinance. He stated the newly created ordinance is technical and detailed. It advises of the new certification requirements for workers of a sewer system. It prohibits work done by non-certified contractors. He noted the Ordinance will go into effect on June 1, 2019 and they are allowing plenty of time for the education for the certifications. He stated since this was the 3rd reading of the ordinance it was ready for passage. Commissioner Charlie Chesak made a motion to approve the Onsite Sewage System Ordinance. Commissioner Norem seconded the motion and it passed with all ayes.

ORDINANCE FOR ENHANCED SECURITY FOR STARKE COUNTY ANNEX BUILDING 1

Attorney Lucas advised he is presenting the Ordinance for Enhanced Security at the County Annex Building # 1 which is an addition to the original security ordinance 2011-3. In that ordinance, he noted, deals with the court buildings but now that the Annex Building will have a staffed metal detector/scanner he states of the need to add that building. He also noted the original ordinance was a weapons ordinance and it banned firearms but if a person has a gun permit they are to show that at the entrance to the building but guns are not to be exposed at a meeting in the Annex Building. He stated this addition to the original ordinance was only for the Annex Building. He advised the Commissioners that they could suspend the rules and pass the ordinance without a public hearing or additional readings. Commissioner Chesak made a motion to suspend the rules and approve the Ordinance of Enhanced Security for Starke County Annex 1. Commissioner Norem seconded the motion and it passed with all ayes.

EXTENSION OFFICE CONTRACT WITH PURDUE UNIVERSITY

Starke County Extension Officer Julia Miller appeared before the Board to present the 2019 contract between her department and Purdue University. Attorney Lucas reviewed the contract and stated it was similar to the previous years' contracts. Commissioner Chesak made a motion to approve the 2019 contract. Commissioner Norem seconded the motion and it passed with all ayes. Commissioner Norem advised they contract with Purdue University every year and the County is very appreciative of all they do.

STARKE COUNTY CLERK ELECT'S STANDARD OPERATING PROCEDURES

Starke County Clerk-Elect Bernadette Manuel appeared before the Board. She had created a Starke County Clerk, Standard Operating Procedures. She advised she is attempting to add more professionalism to that Office. Commissioner Norem stated the policy is well written and does mirror the County's own Operating Policy Handbook. But, she did add, she was concerned with vacation time and doctor appointments on Monday and Friday. Commissioner Norem noted Clerk-Elect Manuel does need to be more flexible. Attorney Lucas stated the policy is shorter than the County Handbook but if an employee does have an issue between what is in her policy versus the County Handbook they are basically the same policies.

Commissioner Chesak made a motion to approve the Clerk's Operating Procedures. Commissioner Norem 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 minutes of the December 3rd meeting.

Commissioner Norem seconded the motion and it passed with all ayes.

Commissioner Chesak made a motion to approve the Vendor Claims Docket in the total gross amount of \$276,689.03. Commissioner Norem seconded the motion and it passed with all ayes.

Commissioner Chesak made a motion to approve the Payroll Claim for the pay period ending on 12/1/18, with a pay date of 12/7/18 in the total gross amount of \$266,748.76. Commissioner Norem seconded the motion and it passed with all ayes.

IN OTHER BUSINESS

INMATE MEDICAL INSURANCE: Commissioner Norem stated each year they renew this insurance, the Inmate Medical Catastrophic Coverage that is \$10,000.00 deductible and has a maximum limit of \$240,000/inmate. She noted the insurance is with 1st Source Insurance. Commissioner Chesak made a motion to approve the insurance policy. Commissioner Norem seconded the motion and it passed with all ayes.

SCEDF CONTRACT: Commissioner Norem advised the Contract with the County and the Starke County Economic Development Foundation has finally been revised. She noted the contract is for a two year term and has a three month termination clause. She stated this contract does revise the original contract and it took almost one year to get all the items worked out. Commissioner Norem advised this contract will have a reduction of fees paid to the SCEDF due to the current major budget cut. She stated the County will not be paying the SCEDF \$180,000.00 per year but will be paying \$159,480.00 in 2019. She also advised the contract states the description of services: Serve as the County's primary point of contact for community development and economic development services; conduct business recruitment activities designed to provide new employment and an improved tax base throughout Starke County; provide economic development marketing and promotion, including a website and written materials with up-to-date content; provide industrial park planning and promotion, in concert with the economic development marketing and promotion described above; build mutually beneficial relationships with national, state, and regional entities engaged in community and economic development; engage with entities currently doing business in Starke County to promote their retention and expansion; assist in the successful establishment of small, locally owned, and operated businesses as described in Section VII below; and engage in land acquisition. Commissioner Chesak made a motion to approve the Contract with the SCEDF. Commissioner Norem made a motion to second the motion and it passed with all ayes. Commissioner Norem stated she hopes to have the SCEDF approve the Contract before the next Commissioner Meeting to have the proper number of members appointed to the SCEDF Executive Committee.

MOA OF SOLID WASTE DISTRICT LEASE OF BUILDING

Attorney Lucas presented a Memorandum of Agreement between the Starke County Commissioners and the Starke County Environmental Management District. He advised the purpose of the MOA is to outline an agreement between the Commissioners and the SCEMD to facilitate fundamental changes in the delivery of recycling services to the public in Starke County. Attorney Lucas advised the amount of rent will be determined by calculating the amortized value of the building using the SBOA recognized depreciation period. Commissioner Norem advised the MOA has already been approved by the District and was forwarded to the County for their approval. Commissioner Chesak made a motion to approve the MOA. Commissioner Norem seconded the motion and it passed with all ayes.

PUBLIC COMMENT

Commissioner Norem advised this was the last meeting for Auditor Kay Chaffins. She advised she has been a faithful servant of the County and has been one of the best Auditors Starke County has experienced. She has done a great job keeping the Commissioners and Council in line, and will be missed.

Commissioner Elect Bryan Cavender announced he recently met with Judge Kim Hall and took a tour of the Court and viewed items to be repaired or replaced. Commissioner Norem advised Commissioner Elect Cavender will be on the Board for their next meeting on Monday, January 7th when they will be making their 2019 appointments and much more.

Anita Goodan of WKVI inquired if the work on the Courthouse Elevator had begun yet. Commissioner Norem stated no it has not but should be soon.

IT Director Richard Franks advised he had received a Change Order for the CAD System which would be a change to different interfaces and was in the total amount of \$1,755.00. Commissioner Norem inquired if the Sheriff and Dispatch were aware of this change order. The Director advised yes they both were notified. Commissioner Chesak made a motion to approve the change order. Commissioner Norem seconded the motion and it passed with all ayes. Commissioner Norem advised the County should pay for the CAD System first out of the grants and then the remainder out of CEDIT.

Eurrat and Laura Saylor appeared before the Board to discuss a complaint they had on the drainage of a ditch bordering their property. Mr. Saylor advised they had been informed they needed to voice their complaint at the Drainage Board meeting. He said they went to that meeting and was informed since that ditch is not a regulated drain they would need to take their complaint to the Board of Commissioners. The complaint had to do with the location of the drain compared to the County's right of way. It was decided that the right of way of that ditch and culvert was outside of the County's right of way. Mr. Saylor stated he thought the best solution to the problem of water draining out onto their property would be to fill in the ditch and not worry about it. Attorney Lucas advised this is not the Commissioner's jurisdiction and filling in the ditch would be Mr. Saylor's decision.

There being no additional public comment and no further business, Commissioner Chesak made a motion to adjourn the meeting. Commissioner Norem seconded the motion and it passed with all ayes. The meeting was adjourned at 7:42PM.

DECEMBER 17, 2018

ABSENT _____

Donald Binkley, President

Kathryn Norem, Vice President

Charles Chesak

Commissioners

**Katherine Chaffins, County Auditor
& Secretary to the Board of County**