

**STARKE COUNTY BOARD OF COMMISSIONERS
MINUTES
MONDAY, NOVEMBER 20, 2023**

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in Regular Session at 9:30 AM, in person at the Starke County Annex Building, Knox, Indiana, with Charles Chesak, Mark Gourley, and Don Binkley, present and the following proceedings were held to wit:

The meeting of the Board of Commissioners was called to order by Commissioner President Charles Chesak directly at 9:30 AM.

EMS MONTHLY REPORT

Nancy Coad, Starke County EMS Clerk, came before the Board of Commissioners to hand out the monthly financial report. Commissioner Chesak advised that EMS has received \$614.73 from Johnathan O'Hara. Also, \$489.49 from Merchants & Medical and \$84.49 from Merchants & Medical. Jim Garner, Starke County EMS Director, came before the Board of Commissioners to present his monthly report as follows:

Operations: Currently we are operating 3 out of 6 ambulances at certain intervals 3 at ALS level, when ALS Staffing permits as well. 1 out of service again for emissions issue awaiting on current diagnosis in-service time was total of 1 hour. Minimum of 1 ALS staff member at all times scheduled at Medic 3, Knox base, 40% of October staffing is 2 ALS staffed ambulances. 9% coverage ALL bases had 3 paramedics. ALS ambulances 100% is minimum staffing of 1 paramedic at Knox base, I am operating ALS Non-transport vehicle on a 24-hour basis as needed to supplement staffing. NW Starke was contacted and advised of emergent and non-emergent transfers have resumed.

Transfers: 36 out of 41 requests completed since last report.

Personnel: We have at this time no full-time openings for EMT's (12 on schedule) with 2 new part time employees hired 2 additional applications received, 2 new applicants received applications, 4 current full-time paramedics as well as 5 paramedic full-time openings and 6 new part-time Paramedics hired and 3 past paramedics currently returning as part time.

Training: October 29, 2023 Patient assessment and airway management training completed at 6 pm at Bass Lake Fire Dept. Next training listed is winter operations and cold weather emergencies November 28, 2023

Safety: Last injury reported was on 08/05/2023

Ambulance Maintenance:

3308-North Judson M1 (2021 Ford Gas Vin:1FXDE4FN2MDC16274 Current mileage: 103742) Up to date

4926- Grovertown base M5 (2014 F450 Gas Vin: 1FDXE4FS8EDA90672 Current- at Magnum wrapping to be returned and into service 11/20/23 after being re-stocked. Current mileage 126,899

4925- Knox Base M3 (2024 F350 Gas Vin: 1FDXE4FN1RDD21556 Current Mileage: 188 Stocked, Wrapped, Radios installed going into service. 11/20/23

0514 (2015 Ford Diesel Vin:1GB6G5CL5F1268834 Current mileage:201638) Out of service. Emissions system, low power mode. Also recommended replace wheel simulators to repair lug nut issue. (Awaiting current estimate 10/11/2023).

*0085 Grovertown Base M5 (2013 Diesel Vin:1GB6G5CL4D1146446 Current mileage:199569)

Currently in service, needs a rear step replaced , current step rusted and repaired with new step being built. Scheduled for 11/30/23

0084-Knox Base M3 (2012 Chevy Diesel Vin:1GB6G5CLXC1117256 Current Mileage: 121899) Currently in service.

4149 (2013 Ford Explorer Vin:1FM5K8ARXOG844160 Current Mileage:129686) New tires and serviced. Explorer is currently being restocked stocked as a functioning ALS non-transport vehicle as registered with state EMS and being used as Paramedic supervisor addition to our current paramedic staffing. In Service December 1, 2023

4747 (2019 Chevrolet Tahoe Vin:1GNSKDEC2KR240900 Current mileage 70498) Currently in service as of 11/10/2023 as certified ALS- Non Transport vehicle and utilized daily basis as needed to supplement ALS staffing

Base Maintenance: 2 outside outlets to be installed at all medic bases for Spare ambulance to be plugged in. New door entry systems (key card entry) in progress Still awaiting Rick for remaining installs. New (already owned) interior doors were hung in bathroom and laundry room.

Grants: Still awaiting further discussion (Still not scheduled) from the Opioid Abatement committee for the Ambulance power load system for the 2 ambulances without the system 0084, 0514. Received a grant from IDHS for training (awaiting award letter for official approved amount). This grant will allow us to send out 4 employees, possible more to take them to the next level of certification. (2 emt's and 2 Paramedics will be trained) Still no new development on the Indiana Senate bill 169 which establishes the rural community ambulance grant pilot program and fund. However, IDHS has opened up other grants for the application process which are to be applied for such as equipment, supplies. As always searching for grants, donations have become part of a daily routine.

Donations: None new at this time

PPE: Winter coats needed

Commissioner Gourley asked Director Garner to keep an eye out for grants from FSSA and OCRA as well.

EMA – MITIGATION PLAN

Tori Chessor, Starke County EMS Director, came before the Board of Commissioners to request approval of utilizing a consultant for the upcoming mitigation plan. She explained that the mitigation plan is overdue and the grant funding to complete the mitigation plan will end in April of 2024. A mitigation plan is needed for FEMA funding. She explained the fee is \$19,461 but the grant will take care of the total costs. There is a 25% matching amount but the matching amount is counted as time worked on the plan. EMA Director Chessor will be recording her time on the project as the matching portion. After further discussion Commissioner Binkley made a motion to move forward with the mitigation plan as presented. Commissioner Gourley seconded the motion and the motion was approved with all ayes.

SURVEYOR/RECORDER PLOTTER REQUEST

Mandy Thomason, Starke County Recorder and Tom Schouten, Starke County Surveyor came before the Board of Commissioners to ask for a new plotter. Recorder Thomason advised the Surveyor's Office, Planning Commission, and Recorders Office would like to address their offices leasing of a new Plotter. Each of their offices uses it for different functions. The Recorders Office uses it to scan large scale surveys and plats into out recording software. The Planning Commission has been using it for the maps and plans for the solar projects. The Surveyors Office makes copies for their office and the public. The issues their current machine is having, are the same issues Paula had with it for years. At this time the current machine is only run by the Surveyor's Office, but a new machine will have the function ability for each of us to have our own office profile. Recorder Thomason advised that they had contacted Eastern Engineering to get a quote for a new machine and they also got the option to buy or lease the machine itself. Recorder Thomason suggested leasing the machine but if they wanted to directly purchase the machine it would be \$7,190. If they chose to lease the machine they would like the Board of Commissioners to pay the first-year lease of \$1,605.50 and then they would budget the price of the lease into each departments budget. She advised the lease cost per office for the 2025 budget would be approximately \$596, which is \$459.66 more per year that will need to be appropriated. After further discussion by Surveyor Schouten the Board of Commissioners asked them to bring back at least two more quotes if possible on the Plotter machine.

Recorder Thomas explained the two free programs she has going within the Recorders Office. One has to do with property fraud and the other program is a discount program for veterans.

HWY CAMERA SYSTEM/SHERIFF TIME CLOCK SYSTEM

Stanley Budd, Starke County IT Director and April Wilhelm, Matron of Starke County Sheriff Department came before the Board of Commissioners to discuss upgrades. Director Budd presented the quote for cameras at the highway department from APTEK, the total cost on the financing comes out to \$28,698.90 which is a 19.37% interest charged overall. He gave the Board a satellite photo of the planned installation. Further discussion was had on the types of cameras that will be installed as well as the placements of the cameras. Discussion was also had about who would have access to these cameras. Commissioner Gourley asked if the bottom line price for the equipment, installation, and 5-year service agreement is the \$24,041.64. Director Budd agreed. Commissioner Gourley asked about the licensing agreement. Commissioner Gourley made a motion to accept the installation of the cameras at the highway department for \$24,041.64 pending review of the licensing agreement by Attorney Schramm. Commissioner Binkley seconded the motion and the motion was approved with all ayes.

Matron Wilhelm gave the Board of Commissioners a review in the price negotiations she has been having with Republic Services. She then brought up the Right Stuff Software as the time keeping system the Sheriff Department is requesting. Director Budd stated the costs for us to provide space on our service for the software would be about \$17,000. Matron Wilhelm stated we could pay the company \$75 per month and they would host this program for them. After the initial \$10,000 it will be \$775 per month. This is a 3-year contract and if the entire county wants to move to this system they could at that time. She advised if they approve the contract tonight they could be up and running my March of 2024. After further discussion Commissioner Gourley made a motion to approve the purchase of the Right Stuff Software and hosting agreement at the given price of \$10,000 initial set up and licensing requirement. Commissioner Binkley seconded the motion and the motion was approved with all ayes.

Commissioner Gourley made a motion to pay for both the camera and time clock system out of the Cumulative Capital Development Fund. Commissioner Binkley seconded the motion and the motion was approved with all ayes. April Wilhelm, Starke County Coroner, brought up some issues that she has been having with the reefer trailer. She advised that it is broke down, they have been having problems with the coolant system. She advised Mechanical Concepts came out to fix it, but then it quit running again. She advised she has a bill from Mechanical Concepts for \$1,106 when they came out and fixed it the first time. She advised there is not enough money in the coroner's budget to cover this bill. After further discussion Commissioner Gourley made a motion to approve the payment of \$1,106 from Cumulative Capital Development Fund. Commissioner Binkley seconded the motion and the motion was approved with all ayes.

COURTHOUSE RENOVATIONS

Rick Green, the Director of Maintenance, came before the Board of Commissioners to review the quotes he had received for the 2nd Floor Renovations at the Courthouse. The total of the first set of quotes for different areas from Keener Construction came to a total of \$169,250. The second set of quotes came from Montgomery Construction came to a total of \$367,000. There was also a quote presented for office equipment from Kemps Office City in the amount of \$12,039.37. After further discussion Commissioner Binkley made a motion to approve the quotes as presented by Keener Construction in the amount of \$169,250 to be paid from the CEDIT Fund and to approve the Kemps Office City office furniture quote in the amount of \$12,039.37 to be paid from the ARPA Fund. Commissioner Gourley seconded the motion and the motion was approved with all ayes.

AUDITOR BUSINESS

Commissioner Gourley made a motion to approve the payroll claims in the amount of \$299,726.92 including deductions in the amount of \$79,568.67 for pay period ending 11/11/2023 and payroll date of 11/17/2023. Commissioner Binkley seconded the motion and the motion was approved with all ayes. Commissioner Binkley made a motion to approve the vendor claims docket for a total in the amount of \$685,328.61. Commissioner Gourley seconded the motion and the motion was approved with all ayes. Commissioner Gourley made a motion to approve the minutes for November 1st, 2023 and November 6th, 2023. Commissioner Binkley seconded the motion and the motion was approved with all ayes.

OTHER BUSINESS

Commissioner Binkley made a motion to appoint Stephanie Neal to the CVC Board. Commissioner Gourley seconded the motion and the motion was approved with all ayes.

Commissioner Gourley made a motion to accept the resignation of the Starke County Highway Superintendent Dan Dipert. Commissioner Binkley seconded the motion and the motion was approved with all ayes.

Commissioner Binkley made a motion to appoint Rachel Oesterreich as Interim Highway Superintendent until further notice. Commissioner Chesak seconded the motion and the motion was approved with 2 ayes and 1 abstention.

Interim Highway Superintendent Oesterreich advised she needed signatures on the 2023-02 CCMG Chip Seal program documents. She advised that there is a 75/25 matching grant and we will be responsible for about \$40,000 which will be paid from CEDIT Roads and Bridges in 2024. Everything had already been approved prior to submitting the grant and the next steps will be to send out RFP's for the project. Those sealed bids will be accepted and opened at the Board of Commissioners December 18th meeting.

Oesterreich also advised that the NOFA grant is also up again. This is the Notice of Funding Availability from the Federal Bridge Program. It is a federal grant with an 80/20 match. The highway department would like to submit for Bridge #13, this bridge is a deficient bridge and would qualify for this funding. The total amount the county would be responsible for would be \$605,000. However, there are some costs that may not be needed such as the \$206,400 for utility relocations. Also, with federal funding you would not be able to use your own bridge construction inspector. They now require you to use a consultant for bridge construction inspections. The prices are inflated for 2029 and there is a contingency plan in place. The letting of this bridge would not be until 2029. We would find out the first week in February if we were approved for this grant. She is asking for approval from the Board of Commissioners to move forward with the grant. Commissioner Binkley made a motion to move forward with the grant. Commissioner Gourley seconded the motion and the motion was approved with all ayes.

Interim Superintendent Oesterreich also presented the Board of Commissioners with a stack of highway bills that are overdue. These bills have not been turned in for payment yet and she is requesting help from the APRA lost revenue fund to get the highway department back on track with its creditors. She advised the total is about \$427,000. After further discussion Commissioner Binkley made a motion to pay it all from the ARPA fund pending the council's approval as well. Commissioner Gourley seconded the motion and the motion was approved with all ayes.

PUBLIC COMMENT

Public discussion was held regarding the taxes and tax abatements with the solar farms.

With there being no further public comments and no further business, Commissioner Binkley made a motion to adjourn the meeting. Commissioner Gourley seconded the motion and the motion was approved with all ayes. The meeting was adjourned at 11:00 AM.

MONDAY, NOVEMBER 20, 2023

Charles Chesak, President

Mark Gourley, Vice-President

Don Binkley, Member

Rachel Oesterreich, Auditor and Secretary to
the Board of Commissioners