

**STARKE COUNTY BOARD OF COMMISSIONERS
MINUTES
MONDAY, DECEMBER 4, 2023**

Pursuant to adjournment comes now the Starke County Board of Commissioners and meet in Regular Session at 5:00 PM, 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 5:00 PM.

PARKS DEPARTMENT/PROFESSIONAL SERVICES CONTRACT

Tracy Williams, Starke County Park's Department Superintendent, came before the Board of Commissioners to present the Professional Services Contract for their upcoming project. She advised she has the agreement from The Troyer Group who is the engineers for the project. The document spells out what they are going to do and in what time frame. Commissioner Gourley asked if there is an estimate of how much the total project would cost. Superintendent Williams advised that for Troyer's portion it will be \$97,400 but they will not have a total cost until bids start coming in for the project. Superintendent Williams advised that the Beach House and been deemed historical so the process for the renovations may be stricter as they go through this process. After further discussion Commissioner Binkley made a motion to approve the Short Form of Agreement Between Owner and Engineer for Professional Services. Commissioner Gourley seconded the motion and the motion was approved with all ayes.

AUDITOR BUSINESS

Commissioner Gourley made a motion to approve the minutes for November 20, 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 \$1,556,227.22. Commissioner Gourley seconded the motion and the motion was approved with all ayes. Commissioner Gourley made a motion to approve the payroll claims in the amount of \$286,247.62 including deductions in the amount of \$76,331.58 for pay period ending 10/14/2023 and payroll date of 10/20/2023. Commissioner Binkley seconded the motion and the motion was approved with all ayes. Commissioner Binkley made a motion to approve the payroll claims in the amount of \$281,931.78 including deductions in the amount of \$74,927.03 for pay period ending 11/25/2023 and payroll date of 12/01/2023. Commissioner Gourley seconded the motion and the motion was approved with all ayes.

OTHER BUSINESS

Commissioner Binkley made a motion to approve issuing an Annex 2 master key to Circuit Court Services Director Shawn Matraw. Commissioner Gourley seconded the motion and the motion was approved with all ayes.

Commissioner Gourley made a motion to add two closures to the holiday schedule. The first being Administrative Professionals Day on April 24th, 2023 the buildings will be closed from Noon to 1:00 PM. The second being Bosses Day on October 16th, 2024 the buildings will be closed from Noon to 1:00 PM.

PUBLIC COMMENT

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 5:38 PM.

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Charles Chesak, President

Mark Gourley, Vice-President

Don Binkley, Member

Rachel Oesterreich, Auditor and Secretary to
the Board of Commissioners