

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
October 15, 2018

The Steuben County Commissioners met at 8:30 a.m. on Monday, October 15, 2018, in the Commissioners' Room of the Steuben County Community Center. Present this day were Commissioners Ronald and Lynne Liechty. Also present were Kim Johnson, Assessor and Kim Meyers, Steuben County Auditor.

Randy Strebig, BoAC, submitted the Airport's quarterly report and profit and loss statement to the Commissioners. Mr. Strebig said that they have sold about 1,000 gallons in low lead; however, the Jet A fuel is going in the opposite direction. He said that they made some adjustments for the local based aircrafts that run Jet A and some other arrangements for them on a pre-buy basis that made the purchases more convenient and affordable. He said that they were losing some of those aircrafts to neighboring airports that can somehow sell their Jet A for less. Mr. Strebig said that the transient aircrafts are still purchasing it at the advertised price.

Mr. Strebig said that the grant is in place for the construction, removal, engineering and facilitation of runway 2-3. He said that grant also includes the engineering for the wildlife perimeter fence. He also reported that they attended the Airport Association of Indiana Conference in Evansville and they discussed the continuous improvement program and the five (5) year look forward which is updated all of the time. Mr. Strebig said that they are on track to continue on with the design of the wildlife fence and to engineer the resurfacing of runway 5-2-3. He said that they never know if the funds will be there, but a plan has to be in place.

Randy Strebig said that a tenant has not been secured for the maintenance building so they are continuing with seasonal storage this winter. Mr. Strebig said that one of the feedback items that they have been getting was that the building has no restroom so he is in the process of exploring on what it would take to install one.

Mr. Strebig also asked if the Commissioners have discussed the Land Release Study that was presented earlier in the year. The Commissioners stated that it has not been discussed any further. Mr. Strebig said that they should continue to discuss it, from a master plan point of view, what they want to do even if it is ten (10) years out. Randy Strebig said that the property was purchased with Federal Grant Funds which is why the Land Release Study is required. Mr. Strebig said that if that study is done and they say the land can be released from aviation purposes, then it could be sold, leased or developed. Lynne Liechty said that she would sit down with Randy Strebig and put a proposal together. Mr. Strebig said that he understands that it is a matter of funding.

Randy Strebig said that INDOT extended pricing to the BoAC for crack fill material through their contract so they will be ordering some blocks for the Airport. Mr. Strebig said that he called Jennifer Sharkey at the Highway Department to see if they were interested in piggybacking with them, but they have already ordered their material. Mr. Strebig said that the Highway Department has also purchased a hot pot and he would like to work with them in the future since it is a County owned asset. Lynne Liechty said that they would have to check into that. Randy Strebig said that it would help them save money if the BoAC could use it. Donald Stuckey said that the problem is the revenue source.

Donald Stuckey opened the Steuben County Snow Removal Quotes for the 2018-2019 season. Lynne Liechty made a motion to accept the only quote that was received from Julian's Earthwork in the amount of \$85.00 an hour for snow removal and \$85.00 an hour for salt application. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Mr. Stuckey opened the Quotes received for the Demolition of the Old County Home and they were read aloud as follows:

Merritt – Quote was received late and was not accepted.
Handy Excavating - \$96,219.00
Julian Earthwork - \$145,000.00
Reese Excavating - \$184,000.00

Lynne Liechty said that there is both lead paint and mold in that building and that adds more expense because it has to be handled separately. Donald Stuckey said that on Julian's quote it said that they are not

responsible for any hazardous materials encountered. Mr. Stuckey said that nothing is mentioned about the hazardous materials on the Handy Excavating quote. Donald Stuckey said that the RFQ stated that there may be potential hazardous materials.

Lynne Liechty made a motion to accept the low quote from Handy Excavating in the amount of \$96,219.00. Ronald Smith seconded that motion and the motion carried with two (2) ayes. Commissioner Smith requested that Handy Excavating be contacted to inform them that they have been contracted for the project.

Kim Johnson, Assessor, submitted information on Pictometry to the Commissioners. Ms. Johnson said that this is a step up from the aerials that are uploaded to Beacon. She said that this allows the Assessor's Office to see the side of a building instead of just the top view. Ms. Johnson said that the side view allows them to do desktop assessments because the State of Indiana requires that they touch all 38,000 parcels once every four (4) years and that is physically going out to look at the parcels. She said that is very costly and that is why her Nexus Contract continues to increase.

Ms. Johnson said that with this Pictometry Contract, they would also get any contiguous county's photography as an option and currently Noble and LaGrange have this photography done. She said that option would also benefit the Sheriff's Department and other departments because they would have this on their computer.

Kim Johnson said that typically they spend \$25,000.00 every two (2) to three (3) years on aerial photography and with this, the Contract pricing would be \$27,718.00 for each of the six (6) years of the Contract. Ms. Johnson said that the total price of the Contract is \$166,000.00; however, it does include two (2) fly overs but over three (3) years, not over two (2) years. Kim Johnson said that this would be paid for from her Reassessment Fund because it will sustain her Nexus, XSoft Contracts and this Pictometry Contract.

Lowell Davis said that the delivery of the images would be delivered over the web and there is also a hard drive delivery that is part of the Contract as well. Kim Johnson said that the fly overs happen in March and within seven (7) to ten (10) days uploads will start coming in. She said that it takes four (4) to five (5) months for the State to get us the photography.

Kim Meyers said that the funding for this has not yet been appropriated. Kim Johnson said that she has to go to County Council to get it appropriated for next year. Kim Meyers said that if she wants the funds for 2019, she actually has to wait until 2019 to propose it to County Council. Ms. Johnson said that she gets a discount if she gets the Contract signed before the end of the year. Kim Meyers said that she has one week until the deadline to get an additional appropriation to County Council in November, so that proposal needs to be prepared. Ms. Meyers said that the additional appropriation would be received for 2018 and then encumbered forward for 2019 since there will be a signed contract.

Ronald Smith asked if Kim Johnson felt that the extra benefits are worth the extra expense. Kim Johnson said that her goal was to pull more desktop reviews in. She said that another option with the second flyover is a "change finder" that would flag the Assessor if anyone has made any type of change to their property and would prompt an immediate desktop review.

Ronald Smith made a motion to approve Kim Johnson going to County Council for the additional funds. Lynne Liechty seconded that motion and the motion carried with two (2) ayes. The Commissioners cannot sign the Contract until the funding is in place, so if Council approves the request, Ms. Johnson needs to bring the Contract back to the Commissioners for signature.

Megan Peterson, Purdue Extension, requested permission to use the Event Center Kitchen to hold a cooking class hosted by Chef Mark Anthony. Ms. Peterson said that they would prefer a nice venue to hold this event. She said that she also called the Health Department and they informed her that since both County Government and Purdue Extension are non-profit entities and the program is free of charge, there would be no special requirements to use the kitchen.

Lynne Liechty asked how many classes would be held. Ms. Peterson said that it would only be one (1) class during a Thursday; however, she is not sure what month. Kylee Harris said that fall time is a busy time, but

she is willing to work with Purdue Extension on a date. Ms. Peterson said that it would probably be in November of 2019.

Ronald Smith asked what areas they would want to use. Ms. Peterson said that they would like to use the kitchen and the small area immediately outside of the kitchen for seating so the participants can enjoy the food that was prepared. Ms. Peterson said that they are anticipating approximately thirty (30) to fifty (50) people. Kylee Harris said that she has a question regarding cleaning and if Shoup's would come in and clean afterwards and the cost of that cleaning. The Commissioners gave her their blessing to use the facility and requested that Ms. Peterson work with Kylee Harris on a final proposal with a date and cost.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling \$343,769.93. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Kim Meyers, Auditor and Melissa Bixler, Treasurer, submitted the Monthly Comparison Report for review and approval. Lynne Liechty made a motion to approve the Monthly Comparison Report. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Kim Meyers submitted the third quarter miscellaneous claims, in the amount of \$176,698.64, for approval. Lynne Liechty made a motion to approve the miscellaneous claims. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Lynne Liechty made a motion to approve the minutes from the Commissioners' Meeting on October 1, 2018. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

The Commissioners signed the minutes from the September 20, 2018 Commissioners' Meeting for the Index Book, which were approved at the prior meeting.

Rae Delaney, Payroll, submitted the October 12, 2018 payroll in the amount of \$395,814.60 for approval. Lynne Liechty made a motion to approve the October 12, 2018 payroll. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Erin Schiffler, Commissioners' Secretary, submitted the proposed 2019 Commissioners' Meeting Schedule for review and approval. Lynne Liechty made a motion to approve the proposed 2019 Commissioners' Meeting Schedule. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Pat Kirkpatrick, EMS Director, submitted September Closeouts in the amount of \$9,049.04 and September Write Offs in the amount of \$143,612.41 for approval. Lynne Liechty made a motion to approve the September Closeouts and Write Offs. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Tami Sumney, IT Director, submitted quotes for thirty (30) new computers in the amount of \$30,103.79. Ms. Sumney said that PCM-G came in lower than HP's State of Indiana contract pricing. Lynne Liechty made a motion to approve the quote from PCM-G in the amount of \$30,103.79. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Matt Brinkman, Region 3a, came to the Commissioners to discuss the Blight Clearance Grant opportunity that is available through OCRA. Mr. Brinkman said that applications are due on the 15th of each month; however, prior to an application a proposal has to be done. He said that with the Blight Clearance Program, a blighted property can be torn down and the Old County Home appears to qualify for the program. He said that with this program, you can get up to \$500,000.00 in funding and that can be for one (1) site or for multiple sites.

Mr. Brinkman also informed the Commissioners that it is a ten percent (10%) minimum local match and they are competitive grants. He said that a public hearing would have to be held before a proposal is submitted to OCRA, a second public hearing would also have to be held before the application process as well. Matt Brinkman said that there is also a five (5) year monitoring period on the property, which is basically a compliance period. Mr. Brinkman said that they prefer to keep it as green space; however, they will approve a change in use if there is

development in mind. He said that he has reached out to OCRA regarding specifications on that monitoring period, but he has not heard back yet.

Matt Brinkman said that Region 3a would require a fee of eight percent (8%) of the grant amount, which is paid from the grant funds.

Kylee Harris, Event Center Coordinator, informed the Commissioners that spruce trees have been donated to the County Park. Lynne Liechty said that Ralph and Sherry Trine donated twenty (20) six foot spruce trees to the County Park. They are delivering them, but we have to figure out a way to get them off the truck and get them planted.

Ms. Harris requested permission to use the Commissioners' Credit Card to purchase four (4) high chairs and two (2) large plastic carts. Ms. Harris said that the high chairs are \$35.39 each and the carts are \$112.85 each. Lynne Liechty made a motion to allow Ms. Harris to use the Commissioners' Credit Card to purchase the items. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Kylee Harris also reported that the Craft Show has been officially booked at the Event Center for the first weekend in November.

Ronald Smith said that there is no Master Plan for the tree planting design, but part of the trees should be used as a buffer. Commissioner Smith said that the trees shouldn't be planted in just a straight line, there should be a few clusters. He asked if they could meet at the County Park to get the tree planting plan staked out. Ms. Harris said that Frank Charlton had concerns about lines towards the entrance of the Park. She said that they can't do anything behind the Event Center with the wildflower plot there. Lynne Liechty said that the trees are to specifically block off the Waste District. Kylee Harris said that they are hoping to have the trees delivered this week, so they need to figure out the plan.

Ms. Harris stated that the Wi-Fi antenna was hit by lightning and Tami Sumney is working on it. If she cannot fix it, Zip Spider will be contacted for repairs.

Kris Treadwell, Council on Aging, submitted the 2019 Section 5311/5339 Operating and Capital Grants for approval. Lynne Liechty made a motion to approve the 2019 Section 5311/5339 Operating and Capital Grants. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Lynne Liechty made a motion to approve the 2019 Economic Development Plan for approval. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Erin Schiffli submitted the Community Center Rental Rates for review. Lynne Liechty made a motion to keep the rental rates the same for 2019. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Shannon Thomas, Turning Point Executive Director, submitted a request to use the Community Center Auditorium on Thursday, December 6, 2018 from 5:30 p.m. to no later than 10:00 p.m. Lynne Liechty made a motion to approve the request, pending availability status from Gary Fair. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Ordinance 912 (Buggy Plate Ordinance) was submitted for second and third readings. Lynne Liechty made a motion to approve Ordinance 912 on second and third readings. Ronald Smith seconded that motion and the motion carried with two (2) ayes. Ordinance 912 reads as follows:

**COUNTY OF STEUBEN
ORDINANCE 912**

BE IT ORDAINED by the Steuben County Board of Commissioners of Steuben County, State of Indiana as follows:

Section 1: This is enacted pursuant to Title 36, Indiana Code.

Section 2: Definitions:

- A. As used in this Ordinance, "Horse Drawn Vehicle" means a buggy, carriage, draw, or wagon designed or intend to use one or more horses as motive power. The term does not include horse drawn agricultural implements.
- B. As used in this Ordinance, "Horse Drawn Trailer" means a wagon or trailer, which itself is pulled behind or attached as a supplemental vehicle to a horse drawn vehicle. The term does not include horse drawn agricultural implements.
- C. As used in this Ordinance, the "Owner" of a horse drawn vehicle includes any individual, firm corporation or association that rents, leases, or has exclusive use of a horse drawn vehicle for a period of at least 30 days in any calendar year.
- D. As used in this Ordinance, "Resident of Steuben County, Indiana" means a person who has his or her principal place of residence in Steuben County, Indiana or who owns or operates a business within Steuben County, Indiana.

Section 3: Form or License.

The Highway Department of Steuben County shall be responsible to make available for sale in Steuben County all numbered metallic tags and all self-adhesive label tags required by this Ordinance. The form of the metallic tags shall be with a color scheme providing for a white or light background and black or dark numerals and legends, bearing the legend "Steuben County Indiana", the year of issue, and a consecutive number. The Highway Department shall change the coloring scheme each year of the self-adhesive label tags.

Section 4: Annual Fee – Horse Drawn Vehicles.

There is hereby imposed upon each resident of Steuben County, Indiana, who is the owner of a horse drawn vehicle, which horse drawn vehicle is used upon the highways or roads in Steuben County, Indiana, an annual license fee in the sum of One Hundred Dollars (\$100.00). Said annual license fee of One Hundred Dollars (\$100.00) shall apply to each such horse drawn vehicle for the owner thereof. Thus, by way of example, a Steuben County, resident who is the owner of four (4) horse drawn vehicles used upon the highways or roads of Steuben County, Indiana shall be charged an annual license fee in the sum of One Hundred Dollars (\$100.00) for each such vehicle, for a total of Four Hundred Dollars (\$400.00) for the four (4) such horse drawn vehicles.

Each Steuben County resident, who owns a horse drawn vehicle used upon the highways or roads of Steuben County, Indiana, shall pay the license fee attributable to such horse drawn vehicle or vehicles as set forth by this Ordinance to the Steuben County Highway Department. Such required license fee or fees required under this Ordinance shall be paid after March 1 and before May 15 of each year. Upon payment of such license fee, such owner of a horse drawn vehicle shall receive from the Highway Department a numbered metallic tag. With respect to subsequent renewal years for a horse drawn vehicle previously licensed under this Ordinance, the owner of a horse drawn vehicle may receive from the Highway Department a self-adhesive label tag bearing the year of issue. The owner shall thereafter affix the numbered metallic tag to such horse drawn vehicle (by use of screws or nails through the holes provided in the metallic tag and into the horse drawn vehicle, with no covering, opaque or otherwise) and keep and reserve said metallic tag on said vehicle so long as said metallic tag is effective and has not expired. With respect to subsequent renewal years for a horse drawn vehicle, the owner shall thereafter affix the self-adhesive label tag to the existing numbered metallic tag.

Each numbered metallic tag shall be valid from March 1 to May 15 of the following year for a maximum of fourteen and one-half (14 ½) months only, and all numbered metallic tags shall expire at midnight on May 15 of the year following the date stamped on said numbered metallic tag; provided, however, the expiration date shall be extended an additional year for a horse drawn vehicle properly licensed under this Ordinance for which a self-adhesive label tag was furnished by the Highway Department, and which is affixed to the metallic tag. Only one (1) metallic tag provided by this Ordinance may be attached to any horse drawn vehicle at any time.

At time of collection of the annual license fee, and the issuance of the number of metallic tags or self-adhesive label tags for subsequent renewal years afore described, the Steuben County Highway Department shall also issue a registration receipt for each numbered metallic tag or self-adhesive label tag so purchased. The registration receipt shall be countersigned by the owner of the horse drawn vehicle. The registration receipt shall be carried in or on the horse drawn vehicle at all times of operation upon the highways or roads of Steuben County, Indiana.

Section 5: Horse Drawn Trailers.

There is hereby imposed upon each resident of Steuben County, Indiana, who is the owner of a horse drawn trailer, which horse drawn trailer is used upon the highways or roads of Steuben County, Indiana an annual license fee in

the sum of Twenty Dollars (\$20.00). Said annual license fee of Twenty Dollars (\$20.00) shall apply to each such horse drawn trailer for the owner thereof. Thus, by way of example, a Steuben County resident who is the owner of four (4) horse drawn trailers used upon the highways or roads of Steuben County, Indiana, shall be charged an annual license fee of Twenty Dollars (\$20.00) for each such trailer, for a total of Eighty Dollars (\$80.00) for the four (4) horse drawn trailers.

Each Steuben County resident who owns a horse drawn trailer used upon the highways or roads of Steuben County, Indiana, shall pay the license fee attributable to such horse drawn trailer as set forth by this Ordinance to the Steuben County Highway Department. Such required license fee or fees required under this Ordinance shall be paid after March 1 and before May 15 of each year. Upon payment of such license fee, each owner of a horse drawn trailer shall receive from the Highway Department a metallic tag. With respect to subsequent renewal years for a horse drawn trailer previously licensed under this Ordinance, the owner of a horse drawn trailer may receive from the highway Department a self-adhesive label tag bearing the year of issue. The owner shall thereafter affix the numbered metallic tag to such horse drawn trailer (by use of screws or nails through the holes provided in the metallic tag and into the horse drawn trailer, with no covering, opaque or otherwise) and keep and preserve said metallic tag on said horse drawn trailer and so long as said metallic tag is effective and has not expired. With respect to subsequent renewal years for a horse drawn trailer previously licensed under this Ordinance for which a self-adhesive label tag has been furnished by the Highway Department, the owner shall thereafter affix the self-adhesive label tags to the existing numbered metallic tag.

Each numbered metallic tag shall be valid from March 1 to May 15 of the following year for a maximum of fourteen and one-half (14 ½) months only, and all numbered metallic tags shall expire at midnight on May 15 of the year following the date stamped on said numbered metallic tag; provided, however, the expiration date shall be extended an additional year for a horse drawn trailer properly licensed under this Ordinance for which a self-adhesive label tag was furnished by the Highway Department, and which is affixed to the metallic tag. Only one (1) metallic tag provided by this Ordinance may be attached to any horse drawn trailer at any time.

At time of collection of the annual license fee, and the issuance of the number of metallic tags or self-adhesive label tags for subsequent renewal years afore described, the Steuben County Highway Department shall also issue a registration receipt for each numbered metallic tag or self-adhesive label tag so purchased. The registration receipt shall be countersigned by the owner of the horse drawn trailer. The registration receipt shall be carried in or on the horse drawn trailer at all times of operation upon the highways or roads of Steuben County, Indiana.

Section 6: Partial Year License Fee Reduction.

Any annual license fee set forth in this Ordinance shall be reduced by one-half (1/2) if paid after November 1 of the year of the effective term of a new metallic plate issued hereunder for the new registration of a horse drawn vehicle or horse drawn trailer. There shall be no reduction of the annual license fee for any self-adhesive label tag issued hereunder for the renewal of a metallic plate issued hereunder regardless of the date of payment, or any reduced or prorated license fees for late payment, or except as specifically set forth herein any reduced or prorated license fee for partial year registration.

Section 7: Late Fee.

In the event an owner of a horse drawn vehicle or horse drawn trailer fail to register between March 1 and May 15 of a year, they shall pay a late fee of Twenty Five Dollars (\$25.00) in addition to the Annual License Fee.

Section 8: Slow Moving Vehicle Emblem; Display.

Whenever a horse drawn vehicle or horse drawn trailer are moved, operated, or driven on a highway that is open for vehicular travel, the vehicle or trailer shall display a triangular slow moving vehicle emblem mounted as near as practicable to the center of mass and at an approximate height of not less than three (3) and not more than five (5) feet from level ground or pavement surface. The emblem shall be mounted so as to be entirely visible from the rear, day or night.

Section 9: Flashing Lamps; Requirements.

When a horse drawn vehicle or horse drawn trailer are moved, operated, or driven on a highway at a time or under circumstances during which the use of lighted lamps on vehicles is required, the horse drawn vehicle or horse drawn trailer must display, in addition to the slow moving emblem, a red or an amber flashing lamp mounted at a height as low as practicable that is visible from a distance of not less than five hundred (500) feet to the rear.

Section 10: Violations and Fines.

- A. No owner of a horse drawn vehicle or horse drawn trailer shall use or permit a horse drawn vehicle or horse drawn trailer to be used upon the highway or roads in Steuben County, Indiana unless the horse drawn vehicle or horse drawn trailer has a current metallic tag and self-adhesive label tag, a slow moving vehicle emblem, and flashing lamps (when applicable), all properly affixed to the horse drawn vehicle or horse drawn trailer as required by this Ordinance. An owner or operator of a horse drawn vehicle or horse drawn

trailer who violates this Ordinance shall be subject to a fine of up to Two Hundred Dollars (\$200.00) per occurrence.

- B. No person shall operate a horse drawn vehicle or horse drawn trailer upon the highway and roads of Steuben County, Indiana with a metallic tag and self-adhesive label tag that has been reported as lost or destroyed. A person operating a horse drawn vehicle or horse drawn trailer on the highway and roads of Steuben County, Indiana with a lost or destroyed metallic tag and self-adhesive label tag shall be subject to a fine of up to Two Hundred Fifty Dollars (\$250.00) per occurrence.
- C. Any owner or operator who shall intentionally or recklessly violate this Ordinance shall be subject to a fine of up to Five Hundred Dollars (\$500.00) per occurrence.

Section 11: Replacement Tags.

- A. In the event that a previously issued metallic tag and self-adhesive label tag is lost or destroyed, an owner can obtain a replacement by filing an affidavit with the Steuben County Highway Department and paying a replacement fee of Twenty Five Dollars (\$25.00).
- B. The affidavit will substantially state that the owner of the metallic tag and self-adhesive label tag has lost either the tag or label tag or that either were destroyed. The owner of the tag and label tag seeking a replacement must sign the affidavit under the penalties of perjury.

Section 12: New Horse Drawn Vehicles and Trailers.

The owner of a horse drawn vehicle or trailer who purchases the horse drawn vehicle or trailer after May 15 and can provide a bill of sale or receipt verifying the date of purchase shall have 30 days after the date of purchase in order to obtain a metallic tag and self-adhesive label tag without incurring a late fee.

Section 13: Enforcement.

It shall be the duty of the Steuben County Sheriff's Office to enforce this Ordinance, and any duly qualified and acting law enforcement office serving in Steuben County, Indiana may enforce the terms of this Ordinance. Procedures for arrest and court appearance shall be in accordance with IC 9-30-3, as amended. Proceedings for ordinance violation enforcement shall be in accordance with IC 34-28-5, as amended.

Section 14: Delivery of Fees.

The license fees collected by the Steuben County Highway Department for horse drawn vehicles and/or horse drawn trailers, pursuant to the terms and conditions of this Ordinance, shall be delivered to the Steuben County Auditor for deposit. For each horse drawn vehicle license fee collected, the Steuben County Auditor shall deposit the full amount into the Motor Vehicle Highway Fund. For each horse drawn trailer license fee collected under this Ordinance, the Steuben County Auditor shall deposit the full amount into the Motor Vehicle Highway Fund.

This Ordinance shall be effective for all metallic tags or self-adhesive tags issued with an effective date on or after March 1, 2019.

ALL OF WHICH IS ORDAINED by the Board of Commissioners this 15th day of October, 2018.

STEBEN COUNTY BOARD OF COMMISSIONERS

Ronald Smith, President

James Crowl, Member

Lynne Liechty, Member

First Reading: 10/1/2018

Second Reading: 10/15/18

Third Reading: 10/15/18

ATTEST:

Kim Meyers, Auditor

Mike Sevits, Annex Maintenance, requested official approval of repairs made to the breakers in the EMS lobby and breakroom. The Commissioners tabled the matter until a dollar amount is disclosed from Ross Electric.

Mr. Sevits also submitted a proposal from Koorsen Fire and Security for the deficiencies that were found during the last inspection. Lynne Liechty made a motion to accept the proposal in the amount of \$2,400.00 from Koorsen. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Jennifer Sharkey, Highway Engineer, stated that the 200 N/SR 827 project is now approximately a week behind due to the weather. She said that the end of the month is the target for a base layer of asphalt, but the curb and gutter has to be put in first. Ms. Sharkey said that there will most likely be an overlap between the road closing on the west side and the east side. She said that they will try to minimize that overlap, but there will be a little bit due to the scheduling conflicts. Jennifer Sharkey submitted a reimbursement voucher for the inspection services. Lynne Liechty made a motion to approve the reimbursement voucher. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Ms. Sharkey stated that the Phase IA Inspection for Bridge #51 on State Route 1 should be conducted on October 16.

Jennifer Sharkey said that the intermediate completion date for the Bike Trail Phase II is November 15 with a final completion date of June 15, 2019. She said that based on the contractors schedule, asphalt may be installed by the end of this month, weather permitting.

Ms. Sharkey said that two (2) RFP's were issued, one for Bridge #51 and one for Bridge #17. She said that awards were based on the proposals that came in and the scores that were provided from the selection team and are as follows:

Bridge #51 on Old State Route 1 - BF&S
Bridge #17 on Hanselman Road - USI.

She said that she will work with those individuals and will notify all of those that submitted proposals of the results.

Ms. Sharkey said that there was a Road Safety Audit on October 4, 2018 at CR 100 N, specifically at the intersection at 200 W but also the corridor going east towards the City Limits. She said that they are looking at targeting the current call for federal aid for the Highway Safety Improvement Funds which is a 90% federal aid, 10% local match grant. She said that those applications are due on December 7. Since it is a safety fund project, there are some additional letters that need to be formulated and other activities that need to be coordinated. She said that she is hoping to have the documentation for approval on November 5 and then County Council's signature of approval on November 13 for the financial letter of commitment.

Jennifer Sharkey said that she will be attending the Bridge Conference at Purdue University Tuesday and Wednesday of this week. She said that she also has the Certified Public Manager Class and the Region 3a Board Meeting on Thursday.

Emmett Heller, Highway Superintendent, said that 400 N has been bermed and graveled in preparation for paving. Mr. Heller said that they have completed the line painting for this year since the weather has gotten colder. He also reported that they are getting gravel from the Boy Scout Camp for 675 and Bill Deller.

Mr. Heller said that the GPS systems have been ordered and may be in this week.

Emmett Heller said that they received pricing on a new distributor for the chip and seal. Mr. Heller is asking permission to order the distributor that will be on a Western Star chassis. He said that it will be built in Oregon, Illinois and if it is ordered now, they will have it for the 2019 season. Mr. Heller said that the total cost is \$246,200.00 and it would be paid from the 2019 LRS Equipment line item. Mr. Heller said that they are still building trucks and he'd like to order another chassis to come out of the 2018 budget. Lynne Liechty made a motion to approve the order of the new distributor and to order another chassis to be paid from the 2018 budget and to encumber if necessary. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Margaret Michele, 3270 S 675 E, asked for a completion date for 675 E. Emmett Heller said that he is planning on starting the project on Wednesday. He said that the completion will take a couple weeks before they get the whole section. Mr. Heller said that they are making the gravel and getting it stockpiled. Ms. Michele said that there are a lot of semis that go down that road now and she wishes they would take a different route.

Bud Holiday, 675 E, asked if the gravel out of the Boy Scout Camp was going to be like the gravel they put on two (2) years ago. He said that it was practically sand when it was put on before and there are soft spots on the road with washouts.

Lynne Liechty submitted information on a large projection screen for the Auditorium. Commissioner Liechty said that she felt this was needed due to the employee training that was held in the Auditorium and the presentation had to be projected on the wall. Lynne Liechty made a motion to purchase a 120" projection screen in the amount of \$158.99 from Amazon. Ronald Smith seconded that motion and the motion carried with two (2) ayes. Kim Meyers, Auditor, said that she would figure out the funding source.

Commissioner Liechty also submitted information and quotes on a flat screen television for the Commissioners' Room. Lynne Liechty made a motion to purchase a LG 55 inch LCD television in the amount of \$1,160.24 from PCM and stated that it should be paid for from the IT budget since it will benefit other departments as well. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Pat Kirkpatrick, EMS Director, submitted an updated quote from Stryker for the Power Cot and two (2) Power Loads. Mr. Kirkpatrick said that there was confusion at the last meeting regarding obtaining more quotes on the Power Cot and Power Loads. He said that more quotes were needed on the service contract, not the actual equipment. Mr. Kirkpatrick informed the Commissioners that as of October 1 the prices went up and the cost for this equipment is now \$41,436.80. Lynne Liechty made a motion to allow Mr. Kirkpatrick to go to County Council for an additional appropriation for the purchase of the Power Cot and Power Loads. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Lynne Liechty introduced Patrick Kirkpatrick as the new EMS Director.

Ronald Smith acknowledged the receipt of correspondence regarding a drainage issues that Donald Stuckey has already replied to. Mr. Stuckey said that his reply is based on information he received from the County Engineer.

The Commissioners received the following correspondence: Janel Meyer, SC Soil & Water Conservation District re: Fall Newsletter; Janel Meyer, SC Soil & Water Conservation District re: Board Meeting Agenda; Rodney Renkenberger, Maumee River Basin Commission re: Fluvial Erosion Hazard Seminar; IACC re: Cybertech Midwest; Stacey Meek NICC re: NICC Advisory Board Agenda; Janel Meyer, SC Soil & Water Conservation District re: Board Meeting Minutes.

STEBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, President, South District

James A. Crawl, Vice President, Middle District

Lynne Liechty, North District

Attest: _____
Kim Meyers, Steuben County Auditor
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