

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING  
November 17, 2014

The Steuben County Commissioners met at 8:30 a.m. on Monday, November 17, 2014, in the Commissioners Room of the Steuben Community Center. Present this day were Commissioners Ronald L. Smith, James Crowl and Loretta S. Smart. Also present were Donald Stuckey, County Attorney, Kim Koomler, Steuben County Auditor and Ruth Beer, Steuben County Councilwoman.

James Crowl made a motion to approve the claims submitted for payment this day totaling \$366,745.08. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Loretta Smart made the motion to approve the minutes from the Special Meeting held October 31, 2014. James Crowl seconded that motion and the motion carried with three (3) ayes.

Loretta Smart made the motion to approve the Commissioners Meeting minutes from the Meeting held November 3, 2014. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from October 20, 2014, for the Index Book, which were approved at the previous meeting.

The Commissioners received a request from Work One/Northeast Indiana Regional Workforce Investment Board regarding changing the name to Northeast Indiana Works on the 2015 Rental Contract. James Crowl made a motion to change the 2015 Rental Contract to read Northeast Indiana Works. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Steuben County EMS submitted closeouts for October, 2014, in the amount of \$8,265.05. Loretta Smart made a motion to approve the closeouts for October, 2014. James Crowl seconded that motion and the motion carried with three (3) ayes.

RISE submitted their completed allocation contract to the Commissioners. James Crowl made the motion to approve and sign the allocation contract. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Ronald Smith stated that Steve Mumby, Steuben County Humane Society, has been in contact with him and has requested a meeting. Ronald Smith stated that he will meet with Mr. Mumby.

Loretta Smart met with Christina Ebel, Veterans Services Officer, regarding her request for additional hours. Loretta Smart reported that Ms. Ebel has been extremely busy and needs more hours there. She reported that Ms. Ebel is doing a very good job and people seem to be very happy with her. She stated that Ms. Ebel would like to double the hours for a total of 25-30 hours a week. Ronald Smith stated that they could keep it at 28 hours a week. Kim Koomler, Auditor, stated that an additional would be required and it is too late to request that. James Crowl requested to be put on the first County Council meeting in 2015 to request additional funds.

Shelley Herbert, Clerk, submitted a request to the Commissioners regarding closing the Clerk's Office on Friday, December 19, 2014, from noon to 1:00 p.m. for a Clerk's Office Christmas Carry-In Lunch. Loretta Smart made a motion to approve that request. James Crowl seconded that motion and the motion carried with three (3) ayes.

Tami Mosier, Purdue Extension, submitted a request to the Commissioners to purchase a new video camera that would replace the two (2) cameras that they were using. Ms. Mosier stated in her letter that the camera would be purchased from her Equipment Repair Fund 1000-011-3000.50, in the amount of \$784.95. James Crowl made a motion to approve the purchase request. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Ronald Smith reported that LaPorte County has drafted a Resolution and is proposing that the counties be involved in the ownership of the Toll Road. He stated that he's been in contact, via email, with Mike Yoder from

Elkhart County about this issue as well. In the last email, it was said that each county would benefit to the amount of approximately \$10 million a year, but that was a speculation. James Crowl asked if the people that have leased the Toll Road are going to relinquish the Toll Road. Donald Stuckey stated that the company has filed bankruptcy. Ronald Smith stated that the Resolution is to authorize a county consortium bid on the Indiana Toll Road Lease. Donald Stuckey stated that it is just for the counties where the Toll Road goes through. He stated that he got an email indicating that Lake County was passing the Resolution Wednesday of this week. Mr. Stuckey stated that it is to make a competitive bid no later than August 1, 2015 and this Resolution indicates that the county is on board to officially make a bid. He further stated that the county's rate is going to be substantially less than a private firm because the county will be issuing tax exempt bonds. Ronald Smith stated that the Commissioners need to have some time to review this issue before a decision is made on this Resolution.

Ronald Smith stated that he attended the FMLA training that was held in the Commissioners Room on November 10, 2014. He stated that after sitting through the training, he feels that Steuben County may have the need for a Human Resources Position.

Ronald Smith asked if the number of people have been confirmed for the IACC Conference. He also informed Lynne Liechty that the New Commissioner Reception is on Monday evening. Ms. Liechty stated that she planned on going to Indianapolis on Sunday.

Frank Charlton, Plan Commission, came to the Commissioners about the Chiddister property demolition. Mr. Charlton stated that they started on this project about two (2) years ago and he said that they worked with Mr. Chiddister on it and he started the cleanup, but then had some medical issues arise. Since Mr. Chiddister's medical issues, the property has continued to deteriorate further. Frank Charlton stated that the Building Department went through the Unsafe Building Ordinance, notified Mr. Chiddister and published the notice in the paper. Mr. Charlton stated that they sent registered mail to Mr. Chiddister, none of them were signed for, and he's had no contact with Mr. Chiddister.

Donald Stuckey stated that two (2) bids were received. Bunn Excavating \$7,500.00 and Diggin and Dozin \$2,950.00. Loretta Smart made the motion to accept the low bid from Diggin and Dozin in the amount of \$2,950.00. James Crowl seconded that motion and the motion carried with three (3) ayes.

Sheriff Troyer came to the Commissioners regarding the 2015 vehicle specs for the new vehicles to be purchased. Sheriff Troyer stated that they are planning on purchasing four (4) new vehicles instead of five (5). Loretta Smart made the motion to allow the Sheriff to move forward with the bid process on the new 2015 vehicles. James Crowl seconded that motion and the motion carried with three (3) ayes.

Kristy Clawson, EMA, submitted a request to purchase an HVAC system for the portable inflatable shelter. She stated that it will cost \$2,525.00 for the unit and she has the money in her budget. James Crowl made a motion to approve the request to purchase the HVAC system for the portable shelter. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Kristy Clawson also stated that she would like to purchase a trailer that would house the heating unit, tables, chairs, inflatable shelter and could also be used as an onsite command, with her grant money.

Ms. Clawson reminded the Commissioners of the Annual LAPC Tabletop Exercise that is scheduled for Thursday, November 20, 2014, at 8:30 a.m. at the Public Safety Building. Ronald Smith stated that he plans to attend.

Ronald Smith stated that this Friday the EDC and OCRA will be having the Lieutenant Governor visit for the new Shovel Ready Site in Fremont. Ronald Smith stated that this is the 14<sup>th</sup> largest Shovel Ready Site in the State of Indiana.

Ronald Smith informed the Commissioners that he spoke with Galen Miller, Miller's Poultry, last week. He stated that Mr. Miller wants to partner with the Commissioners at the County Park and in return, asks for the Commissioners support on the number of birds that can be housed in a KFO operation. Ronald Smith stated that Indiana has a very restrictive law limiting the amount to 30,000 birds. He stated that he went with Mr. Miller over

the state line, into Michigan, just north of Orland and they visited six (6) barns that are state of the art poultry buildings. Ronald Smith proposed that the Steuben County Board of Commissioners petition the members of the House and the Senate to take a strong look as to why they are pushing agriculture into other states. Ronald Smith stated that he believes the Commissioners should seek the help of Representative Zent and Senator Glick in taking a look at getting Indiana comparable to other states in terms of this agro-business effort. Ronald Smith stated that Miller's Poultry has installed a visitation room where visitors go into a dark room and look through windows into one of the poultry barns. They turn on the lights and as the lights come on, the chicks become active. Ronald Smith stated that this type of room was installed so the public could become aware of what they do and that it would be a noninvasive way for people to see what goes on in poultry barns. Ronald Smith reported that Miller's Poultry is now the largest employer in Steuben County and he believes that the Board of Commissioners should agree to help work with them.

Frank Charlton came to the Commissioners with a Petition for Rezone located in Pleasant Lake, Life of Riley, from Lake Residential to Environmental Control. The Plan Commission submits it to the Board of Commissioners with no recommendation. Mr. Charlton stated that the Plan Commission had a vote of 4-2 against the rezone. James Crowl stated that he supports the Plan Commission and made a motion to deny the rezone. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Luther Mock, Foursquare Solutions, came to the Commissioners to discuss the window leak repair at the Community Center. Mr. Mock spoke to the Commissioners about his qualifications and past work on buildings similar to the Community Center. James Crowl made the motion to move forward with the inspection phase of the process and the invoices shall be paid from CAGIT 1110-000-3000.39. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Emmett Heller, Highway Superintendent, updated the Commissioners on the projects that the Highway Department has been working on. Mr. Heller also advised that fuel prices are still dropping and the current prices are substantially below the bid price. He stated that he will continue to monitor the trends.

Mr. Stuckey opened the bids for 2015 Print Bids. A. E. Boyce submitted a bid for Classes 1 and 2 and Waddell Printing submitted a bid for Classes 4 and 5 for 2015 print bids.

Mr. Stuckey opened the bids for the 2015 Janitorial Supplies. Bids were received from The Janitors Supply Co., Inc, C.A. Nedele Sons, LBH Chemical & Industrial Supply and HP Products.

Mr. Stuckey and Lori Hickey opened the annual bids for Highway Supplies. Bids were received from Winter Equipment Inc., Old Prairie Products, American Timber Bridge, McHenney Gravel, R. Smith & Sons, St. Regis Culvert, Inc., Pulver & Sons Asphalt Materials, Brooks Construction, Pierceton Trucking Co., Asphalt Materials Inc., Irving, Drewe, Hansen Aggregate, MacAllister Machinery Co., Airmarking Co., API Construction Corp., Klink Group of Companies, Stone Street Quarries, Inc., American Rope & Wire, Bailey Aggregates, E & B Paving, Albright Contractors, Debco Metal Culverts, Three Rivers Barricade and Equipment.

The Commissioners accepted all Highway bids for review by the Superintendent and Engineer.

The Commissioners accepted all quotes for 2015 Janitorial Supplies for review.

The Commissioners accepted all quotes for 2015 Print Bids for review.

Jennifer Sharkey, Steuben County Engineer, submitted Frontier utility permit #2718 for approval. Loretta Smart made a motion to approve Frontier utility permit #2718. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey submitted an invoice for the 200 N/200 W Intersection Project from Rowland & Associates for the right of way staking in the amount of \$446.75. Ms. Sharkey stated that this is an additional expense because it is not included in the normal engineering contract. James Crowl made a motion to approve the invoice from Rowland & Associates in the amount of \$446.75. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey also submitted a matching credits letter that is submitted to INDOT with supporting documentation (i.e. invoices, copies of canceled checks, etc.) to the Commissioners on the right of way portion of the 200 N/200 W project. Ronald Smith stated that the County has spent \$329,039.73 on preliminary engineering and right of way services and \$49,548.00 on right of way acquisition for a total of \$378,587.73 for the entire project thus far. Loretta Smart made a motion to approve the signing of the letter. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that Frontier is still working on the bike trail. She stated that she will contact the construction inspector and see if some sort of progress meeting is needed to make sure they are on track.

Jennifer Sharkey stated that the Maple Street line of sight right of way conveyance documents have been revised and accepted by INDOT. Ms. Sharkey stated that she will be meeting with GAI to discuss the progress of the design and the project itself. She stated that GAI wanted to know if we would like them to prepare the bid documents and that would be an additional cost as it was not included in the original contract. Ms. Sharkey stated that she would rather do the bid documents in house rather than pay them to do it.

Ms. Sharkey stated that American Structurepoint was the winning engineering firm for the 200 N/SR 827 project. She stated that the selection process has been approved by INDOT and all of the consultants have been notified. She also stated that contract negotiations will begin with American Structurepoint in the near future.

Jennifer Sharkey stated that for the Toll Road Interchange Project a meeting has been scheduled with Toll Road representatives for Monday, December 15, 2014, at 10:00 a.m. at the Toll Road Headquarters. Jennifer Sharkey said that the Commissioners are welcome to attend that meeting. James Crowl stated with the Toll Road upside down, everything that is being done is nonproductive.

Ms. Sharkey updated the Commissioners on the Old SR 127 lights. She stated that the county may not own that right of way and more investigation needs to be done.

Jennifer Sharkey stated that she met with Jeff Foulz from NIPSCO on site regarding the possible bridge lighting. It was discussed putting lights on the existing utility poles and it was also discussed with the bridge consultant engineers, who did the inspections, about putting it on the bridge itself. They agreed that would not be the best option and provided some additional documentation for that. Jeff Foulz from NIPSCO passed out information to the Commissioners to explain the types of lights and the cost of running and maintaining those lights. Mr. Foulz stated that one light can be installed and if more lighting is needed more lights can be installed. Bill Schmidt stated that he would be willing to schedule a meeting to try to decide what the appropriate solution is, but he will need to know how much money the County is willing to put toward maintaining the lights.

Ms. Sharkey stated that she met with Kristy Clawson, EMA a few weeks ago about winter procedures and getting organized. She stated that one of the discussions was external means of helping with the removal of snow. Ms. Sharkey stated that a couple farmers were included in helping in the efforts of clearing the roadways last year and she was wondering if a Memorandum of Understanding was needed for their services. James Crowl stated that when it comes to snow removal, it is the Highway Department's call when they need help and if someone else is calling in help, that entity should be paying for it. Jennifer Sharkey said that has been cleared up and the Highway Superintendent is now listed as the contact so he would have to authorize the additional help. In the event equipment is broken when they are working, James Crowl stated that it is the owner of the machine that should be responsible, not the County. Donald Stuckey stated that he will be drafting a Memorandum of Understanding. Loretta Smart requested that it state that the extra help should come through the Highway Department only and not any other departments.

Ken Herceg, Donohue/Herceg & Associates, updated the Commissioners on the current projects. Mr. Herceg stated that the 200 N/200 W project is scheduled for a February 2015 letting with INDOT.

Mr. Herceg also updated the Commissioners on the proposed Community Building and FEMA shelter. He stated that he called Kristine Christlieb and she told him that Jan Krider has retired and Mary Moran has taken her place. Mary Moran told Ms. Christlieb that they are waiting for a funding total from FEMA to see what is now

available in the HMGP (Hazard Mitigation Grant Program). She stated that they had heard rumors that Congress may fully fund PDM (Pre-Disaster Mitigation) this year. If the HMGP pot is not big enough, they will re-submit for PDM as the Steuben County Plan has now been completed and approved. Mr. Hecceg said they will wait and see. He stated that the re-submission may take a little longer. Ronald Smith asked if they would have to wait past the end of December to find out about the FEMA grant. Ken Hecceg stated that if the pot is big enough, no, but if it is not big enough and it has to be re-submitted, then it is his hunch it will take longer. He stated that once Kristine has the timing schedule, he will let the Commissioners know. Ronald Smith stated that the Commissioners did not want to take another year to re-submit. Ken Hecceg stated that there were some things that were eliminated from the Community Building because they were over cost and some of those items that were eliminated could be put back in the plans if some items are reduced. He stated that once the cost and the budget could not be overrun, items had to be eliminated and the easiest thing to eliminate were the offices. Once the process is approved some offices could be added back into the plans.

Ken Hecceg also updated the Commissioners on the 800 S Project. He stated that he went to the site the beginning of September and he was pleased to see the Geotech Consultants cored down the crack to see what was happening in several locations. They then filled the core holes with concrete, which is standard, and none of the cracks have moved at all since the core holes were filled. Mr. Hecceg wants the Geotechs to come back next spring, take another look at it and give a written explanation of what is going on. Mr. Hecceg stated that in his opinion, if it doesn't move anymore, he wouldn't fix it to avoid causing more problems. Once they confirm what is going on and the report is received from the Geotechs, he stated he will have API come out and reseal the cracks since there is a three (3) year warranty on the project.

Bill Schmidt asked if the EDC issue has been resolved. Ronald Smith stated no conclusion has been made. He stated that the EDC received the correspondence from the Commissioners and the EDC also passed out the minutes from the Commissioners Meeting where it was decided and at this time it is on hold.

The Commissioners received the following correspondence: Northeast Indiana Regional Partnership, re: Permitting Recognition Luncheon; NACo re: NACo Issues Action Alert on PILT; ENR Webinars re: Complimentary Webinar: Global BIM 6 Dec 4; FEMA re: Risk MAP Discovery; EDC re: ED Impact from NIPSCO; DLGF re: November 3 email from Commissioner Schaafsma; Kronos Incorporated re: Webinar; Jack Gerard API re: American Voters Choose Energy; NACo County News re: County News Alerts, Nov. 3, 2015; ENR Equipment & Trends re: Profile on Don Ahern; Boom Lift Training; Rebar Research; 2015 F-150 Test Drive; Julie Pittman re: National League of Cities Conference Hosts NovusAGENDA; David Koenig re: INVITATION 6 Shovel Ready Site Certification Presentation

STEBEN COUNTY BOARD OF COMMISSIONERS

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Ronald L. Smith, President, South District

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James A. Crawl, Vice President, Middle District

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Loretta S. Smart, North District

Attest: \_\_\_\_\_  
Kim Koomler, Steuben County Auditor  
elw