STEUBEN COUNTY BOARD OF COMMISSIONERS MEETING
December 2, 2019

The Steuben County Commissioners met at 11:30 a.m. on Monday, December 2, 2019, in the Commissioners' Room of the Steuben County Community Center. Present this day were Commissioners Ronald Smith, James Crowl and Lynne Liechty. Also present were Donald Stuckey, County Attorney, Jim Getz, Steuben County Councilman, Ruth Beer, Steuben County Councilwoman and Kim Meyers, Auditor.

Tami Sumney, IT Director, requested to purchase a Xerox Printer for the Auditor's Office in the amount of $1,113.00. James Crowl made a motion to approve the purchase and requested that Ms. Sumney and the Auditor work out funding. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sumney and Child Support Enforcement submitted a request to purchase computers in the amount of $10,762.08 from fund 8895. Lynne Liechty made a motion to approve the request. James Crowl seconded that motion and the motion carried with three (3) ayes.

Linda Myers, Recorder, requested permission to purchase a fireproof safe from Kendrick in the amount of $589.09. Ms. Myers said the funds will come from her Perpetuation Fund. James Crowl made a motion to approve the purchase request. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling $930,856.73. James Crowl seconded that motion and the motion carried with three (3) ayes.

Kim Meyers, Auditor and Melissa Bixler, Treasurer, submitted the Monthly Comparison Report and Monthly Financial Statement for review and approval. James Crowl made a motion to approve the reports. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the minutes from the November 18, 2019, Commissioners' Meeting. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the October 29, 2019 Commissioners' Meetings for the Index Book, which were approved at the prior meeting.

Rae Delaney, Payroll, submitted the November 22, 2019 payroll in the amount of $382,777.58 for approval. James Crowl made a motion to approve the November 22, 2019 payroll. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Isaac Lee, SCEDC, submitted the Annual Fee for Services Agreement in the amount of $150,000.00 for approval. Lynne Liechty made a motion to approve the Annual Fee for Services Agreement. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to renew Lynne Liechty's appointment to the Economic Development Board. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the 2020 Rental Agreement for the Well Child Clinic. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the proposed 2020 County Park Committee Meeting Schedule. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to appoint Lynne Liechty to the LaGrange County Sewer District Appeal Board. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

Kathy Armstrong, JDAI, updated the Commissioners on the current program. She said the total number of juvenile referrals, detentions and costs have gone down. Ms. Armstrong said she attributes this to everyone coming together and changing perception on what is done with juveniles.

James Crowl made a motion to approve the 2020 Administrative/Emergency Expenditure Meeting Schedule. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the 2020 Economic Development Plan for Steuben County. James Crowl seconded that motion and the motion carried with three (3) ayes.

Missy Bixler, Treasurer, submitted the L&D Mail Masters Contract for outsourcing the tax billing. James Crowl made a motion to approve the L&D Mail Masters Contract for the Treasurer's Office. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Frank Charlton, County Park Superintendent, reported that the Clear Lake Beach Project has been completed.

Jim Getz, Steuben County Council, said the County Park looks very nice. Mr. Getz asked if there is a charge for campers to park their boats and/or jet skis in the winter. Frank Charlton said they pay $200.00 to leave their items at the Park. Jim Getz asked if there was a potential to charge per watercraft and wondered if it was in the zoning to even do outdoor storage of watercrafts. Bill Schmidt said he thinks outdoor storage of boats in Lake Residential Zoning is not permitted. Jim Getz said he was happy to hear they do charge, but thinks it is a very good deal for storage.

Jennifer Sharkey, Highway Engineer, submitted NIPSCO Utility Permit #2859, #2861 and #2862 for approval. Lynne Liechty made a motion to approve the NIPSCO Utility Permits. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey also submitted Garman Utility Permit #2860 and Frontier Utility Permit #2863 for approval. James Crowl made a motion to approve those Utility Permits. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey submitted a Reimbursement Voucher for Engineering Services on 200 N Phase II for approval. Lynne Liechty made a motion to approve the Reimbursement Voucher. James Crowl seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey stated she met with the Angola Parks Director last week and he will be meeting with his Board this week to discuss possible Bike Trail maintenance options. Ms. Sharkey said they also looked at in-house options as well.

Ms. Sharkey submitted the 100 N/200 W Roundabout INDOT LPA Agreement for approval. She said this is for the Preliminary Engineering Services. Lynne Liechty made a motion to approve the INDOT LPA Agreement for the 100 N/200 W Roundabout. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey reported that the Intersection Warning Signs have been installed at Old 27/800 S.

Jennifer Sharkey said the F-550 and the existing Tandem Axle Truck will be finished in-house. She said the other two (2) Tandem Axle Trucks were delivered to Stoop's in Ohio for touchup work per the Agreement.

Ms. Sharkey informed the Commissioners that Chad Leggett, Highway Superintendent, met with the School Transportation Directors on November 21 and they discussed expectations, bus routes and overall operations.

Ms. Sharkey stated they are looking at utilizing the Clear Path Weather Service which is through a vendor that INDOT uses to monitor weather. She said it provides pavement temperature, air temperature, probability for an event, precipitation accumulation amounts and suggested treatment amounts. Ms. Sharkey said they have a free trial through December 22 and then they will look at the pricing, possible partnerships and funding.

Jennifer Sharkey said they are also researching their salt storage options. She said the tarps did not make it through the windy conditions. Salt storage is in the 2020 Budget to some degree, but they are re-evaluating options.

Ms. Sharkey said Mr. Leggett is doing a great job and has made a positive impact with the employees and with the public. She said the new departmental structure is working well for employee growth and development. She thanked the Commissioners for the opportunity as it has been paying off and she thinks it will be something to continue to move the Department forward.

James Crowl made a motion to approve the 2020 Engineer's Agreement. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the Draft Supplement to the Steuben County Code of Ordinances. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the minutes from the November 26, 2019, Administrative/ Emergency Expenditure Meeting. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey said she received a call about Lane 103 Crooked Lake. She said it is located by the County Park entrance. Ms. Sharkey said there is a gate across the lane and is a privately maintained lane. She said the property owner that lives at the end of the lane wanted to know about the gate ownership. Ms. Sharkey said there are no records on the gate ownership at the Highway Department or at the Park. The property owner also wants to know who maintains the road, why is it a privately maintained road, who maintains the gate and why the gate is there. Kim Meyers said the owner of that property put the gate up years ago. She said she remembers them coming into the meetings. James Crowl said the owner did not want traffic going through there so that is why it is private. Ms. Sharkey said they have communicated with the property owner about why it is a private lane and why the County doesn't have control of the gate, but he wanted further discussion with the County Attorney on the issue.

Donald Stuckey said that unless the property owner can show it has been dedicated to the County by the previous property owners or by approval of the subdivisions with a dedication to the County within the plat which was accepted by the County, then it is a private lane. He said when roads are dedicated to the County, the County requires the road to be built to certain specifications and no one wants to do that. Mr. Stuckey said the Plan Commission normally doesn't permit plats that have private roads in them unless it is a single private road for a one (1) or two (2) lot subdivision because people get upset when the roads fall apart and the County doesn't fix them. Donald Stuckey said he will call the property owner.

Jennifer Sharkey said another issue that is becoming more prevalent is the burning of leaves in the County Right of Way. She said she spoke to the Sheriff about the issue and there isn't anything written that prohibits it, but it needs to be looked at further. Ms. Sharkey said it causes damage to tiles and when it is done on newly paved roadways it doesn't look the best. Donald Stuckey said property owners can't do anything inconsistent with the normal use within the right of way and burning would prohibit the normal use of the right of way.

The Commissioners received the following correspondence: Steuben County Economic Development re: 2019 Investor Reception; Chuck's Auto & Towing re: Information on Services; Rodney Renkenberger, Maumee River Basin re: FEMA Grant Cost-Share; USDA.gov re: News Release; Randy Brown, EMA re: News Release; Stephanie Yager IACC re: Ladonna Berry; USDA re: News Release; Joy Hudson, HPG Network re: Mayors and Commissioners Caucus Meeting; Tevis Durbin, homebotapp.com re: Information; Sarah Quinn, Catalyst Public Affairs Group re: Organization Day Legislative Update; IACC re: Institute Class, BoAC re: Memorandum 11-19.

STEUBEN COUNTY BOARD OF COMMISSIONERS

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Ronald L. Smith, President, South District

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James A. Crowl, Vice President, Middle District

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Lynne Liechty, North District

Attest: _____
Kim Meyers, Steuben County Auditor

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