

STEUBEN COUNTY BOARD OF COMMISSIONERS MEETING  
December 4, 2017

The Steuben County Commissioners met at 1:00 p.m. on Monday, December 4, 2017, 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, Ruth Beer, Steuben County Councilwoman, Dan Caruso, Steuben County Councilman and Kim Meyers, Steuben County Auditor.

Donald Stuckey opened the Print and Maintenance Bids from the following companies:

**Print**

AE Boyce  
Waddell  
Zebra Pen Corp

**Maintenance**

Fastenal  
C.A. Nedele & Sons  
KSS Enterprises  
Unifirst Corp  
Janitor Supply Co. Inc.

No bids were received for gasoline.

James Crowl made the motion to accept all bids for review by the Auditor's Office and Maintenance. 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 \$378,622.67. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the minutes from the Commissioners' Meeting on November 20, 2017. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the November 6, 2017, Commissioners' Meeting for the Index Book, which were approved at the prior meeting.

Due to confusion concerning the Commissioners' Appointments to the Angola Plan Commission, the Commission Board rescinded the previous activity regarding the Angola Plan Commission from the last meeting that was held on Monday, November 20, 2017.

Lynne Liechty made a motion to appoint Susan Ralston (D) and Renault McHenry (R) to the Angola Plan Commission. Due to a lack of a second, the motion died.

James Crowl made a motion to reappoint Charles Sheets (D) and Gene Burd (R) to the Angola Plan Commission. Ronald Smith seconded that motion and the motion carried with two (2) ayes and one (1) nay.

James Crowl made a motion to reappoint Lynne Liechty to the EDC Board. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to reappoint Matthew Zimmer, DVM as the Emergency Animal Disease Control Coordinator for Steuben County. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the 2018 Agreement for Services with the Steuben County EDC in the amount of \$150,000.00 to be paid in two (2) equal installments in February and July. James Crowl seconded that motion and the motion carried with three (3) ayes.

Gary Fair, Steuben County Community Center Building Manager, submitted Repair/Deficiency Proposals from Koorsen Fire & Security for approval. James Crowl made a motion to approve the Proposal for the Courthouse in the amount of \$295.00, the Community Center in the amount of \$307.50 and the Jail in the amount of \$248.00. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Tami Mosier, Purdue Extension, submitted Amendment #3 – Attachment A to the Extension Contractual Services Agreement between Purdue University and Steuben County Government for approval. The Amendment covers the period from January 1, 2018 to December 31, 2018 and is for a total amount of \$108,960.00. Lynne Liechty made a motion to accept the Amendment to the Agreement. James Crowl seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the bond renewals for the Sheriff, Recorder, Auditor and the Clerk. James Crowl seconded that motion and the motion carried with three (3) ayes.

Doug Smith, 4835 N. 300 W., Fremont, Indiana was on the agenda to submit grievances against the Plan Commission; however, he was not in attendance. Donald Stuckey, County Attorney, stated that the Commissioners have no control over the Plan Commission and no action can be taken. Mr. Stuckey said that he sent Doug Smith a letter informing him of the correct process. He recommended that the Commissioners not comment on the matter because that would be interfering with a quasi-judicial body and the appeal should be directly to the Courts and not to the Commissioners. Under advisement from the County Attorney, the Commissioners took no action and tabled the matter.

Vina Conti, Plan Commission, submitted Dodge's Minor Plat for signatures.

Mary Allred, EMS Director, submitted November Write Offs in the amount of \$330,841.98 and November Closeouts in the amount of \$3,968.40 for approval. Lynne Liechty made a motion to approve the November Write Offs and Closeouts. James Crowl seconded that motion and the motion carried with three (3) ayes.

Frank Charlton, County Park Superintendent, reported that he would like to send out an RFP for the paving of the County Park roads. Mr. Charlton said that he would like to have all of the roads included in the request. The Commissioners told Mr. Charlton that he could proceed with the process.

Kylee Harris, Event Center Coordinator, stated that more events have been booked at the Event Center. Mr. Charlton stated that the EPA would like to do a mock hazmat spill training at the Event Center as well.

Frank Charlton reported that they removed two (2) trees that had fallen at the County Park. He also requested permission to have a hickory tree removed at the Superintendent's house. Mr. Charlton said that it is ruining the roof. The Commissioners gave Mr. Charlton permission to proceed with removing the tree.

Mr. Charlton stated that a caterer ran into the Event Center awning with their box truck and caused some damage. Leroy Steury came out to assess the damage and the caterer is going to be taking care of the repair bill.

Lynne Liechty asked Frank Charlton if he has started working on the bath house improvements. Mr. Charlton said that he has a few ideas and he's still working on it.

Frank Charlton stated that he and Mr. Stuckey went to Court regarding the squatter at the County Park Campground.

Mr. Charlton discussed a drop off where the old Exhibit Hall was located. James Crowl recommended waiting until spring to see what it looks like after the Highway Department gets done berming this winter because with that excess dirt, it may not be that steep.

Jennifer Sharkey, Highway Engineer, submitted Frontier Utility Permit #2802 for approval. James Crowl made a motion to approve that utility permit. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey submitted a reimbursement voucher for the preliminary engineering work on the 200 N/SR 827 Project in the amount of \$3,257.84. 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 that the Bridge Inspections were completed in October and the draft report will be received in about three (3) months. Ms. Sharkey also reported that she delivered a box of bridge plans for the consultant to scan in so those will be available in the digital format.

Ms. Sharkey stated that a Purchase Order should be issued within the next thirty (30) to forty (40) days from INDOT on the CR 200 N Phase II Project. She said once they obtain the Purchase Order and the Notice of Authorization from INDOT, the Notice to Proceed can be issued to the Consultant and they can move forward with that project.

Jennifer Sharkey stated that they are moving forward with the right of way acquisition process on the Bike Trail Phase II. She said that they have three (3) parcels secured, two (2) more have been presented with offers and then one (1) is scheduled to be donated. Ms. Sharkey said that the remaining seven (7) parcels are having the offers finalized and being presented to the property owners.

Ms. Sharkey also asked for clarification on the Construction Inspection Selection Process. She said that she was referencing the Public Works Code which applies to the construction and not the services. Ms. Sharkey said that Inspection Services would fall under I.C. 5-22 and that discusses the purchase of services. She said that she would like to know how to proceed. Ms. Sharkey said that the Indiana Code states that the County should rely on the local policy and procedures. She said that she reviewed the local Code of Ordinances and she wasn't clear on the appropriate method. Donald Stuckey recommended going by the State Statute. Lynne Liechty made a motion to move forward with the RFP process. James Crowl seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey stated that she spoke with JPR, an engineering consultant, on the 21<sup>st</sup> of November to discuss the Sewer District because they have a project going on in conjunction with the Trail Project.

Ms. Sharkey also reported that INDOT is working on two (2) small structures north of Orland on SR 327 and this Thursday there is a final field check meeting to go over the maintenance of traffic and detour routes.

Emmett Heller, Highway Superintendent, stated that they have replaced a 48" culvert on 400 W last week. He said that Julian Excavating helped with that project and there were at least three (3) smaller tiles connected to that in some way.

Mr. Heller reported that the Ford 550 Dump Truck should be on the road in about a week. He also stated that the Highway Department parking lot lights are being installed today.

Michael Gaynor, Go Rail, stated that they want to build awareness for all of the public benefits of the freight railroads and issues in Washington that would impact local rail service and investments. Mr. Gaynor said that the railroads are almost entirely regulated at the federal level because of interstate commerce.

Mr. Gaynor submitted a packet to the Commissioners with information regarding a safety app called AskRail. He said that safety is an important issue for the railroads and the laws of physics that make railroading so efficient are also very unforgiving when something goes wrong. Mr. Gaynor said that railroads are able to prevent about 90% of accidents before they happen and the other 10% are typically a result of a microscopic crack inside the wheel or the steel rail. He said about two (2) years ago the railroads started using ultrasound technology to scan the wheels and rails to look for flaws that the human eye can't see. Mr. Gaynor stated that the AskRail app is a free app for all First Responders and if there was a derailment, the app would tell them what the load is, special instructions for fighting the fire based on the load and the manifest for the entire train.

The Commissioners received the following correspondence: St. Joe River Basin re: Meeting reminder and materials.

STEUBEN COUNTY BOARD OF COMMISSIONERS

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Ronald L. Smith, President, South District

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James A. Cowl, Vice President, Middle District

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Lynne Liechty, North District

Attest: \_\_\_\_\_  
Kim Meyers, Steuben County Auditor  
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