

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
December 21, 2015

The Steuben County Commissioners met at 8:00 a.m. on Monday, December 21, 2015, in the Commissioners' Room of the Steuben Community Center. Present this day were Commissioners Ronald L. Smith, James Crowl and Lynne Liechty. Also present were Rick Shipe, County Council President, Ruth Beer, County Council Vice President, Jim Getz, County Councilman, Kim Koomler, Auditor and Donald Stuckey, County Attorney.

Dane Goshorn, County Park Superintendent, came to the Commissioners regarding quotes for repairs needed to the south restroom and 750 feet of road that needs to be repaved.

Mr. Goshorn recommended accepting the quote from Manahan Construction for the south restroom building repairs because they are using a better quality steel on the roof, they came in with the cheapest price and they are doing more work according to the breakdown of the quote. James Crowl made a motion to accept the Manahan Construction quote in the amount of \$6,035.00. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Dane Goshorn recommended accepting the quote from E&B Paving for the repaving of the 750 feet of road. Mr. Goshorn stated that E&B Paving came in slightly lower than the other quotes that were received. Lynne Liechty made a motion to accept the quote from E&B Paving in the amount of \$13,000.00. James Crowl 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 \$697,200.48. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the minutes from the December 7, 2015 Commissioners' Meeting. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the November 2, 2015, Commissioners' Meeting and the November 16, 2015, Commissioners' Meeting that were approved at the previous meeting.

Lynne Liechty made a motion to approve the Executive Session Statements from Executive Sessions held on September 29, 2015 and December 7, 2015. Ronald Smith seconded that motion and the motion carried with three (3) ayes.

Gary LeTourneau, Communication Director, submitted a request to buy a second filing cabinet, in the amount of \$698.25, from his budget. James Crowl made a motion to approve that request. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The 2016 Capital Improvement Plan was submitted for approval. Lynne Liechty made a motion to approve the 2016 Capital Improvement Plan. James Crowl seconded that motion and the motion carried with three (3) ayes. The approved 2016 Capital Improvement Plan will be kept on file in the Auditor's Office.

Lynne Liechty stated that there is going to be a change on the Board of Aviation. Commissioner Liechty stated that Sam Adams will become the Airport Manager and Sheryl Kelly, an Independent, is planning to take Sam Adams' position after the first of the year. Ronald Smith asked if Sheryl Kelly has Aviation experience. Lynne Liechty stated that Ms. Kelly has previously managed an airport. Lynne Liechty made a motion to approve these changes pending the action made by the Aviation Board of Commissioners at their next meeting. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mike Marturello, Herald Republican, asked when the decision to hire Sam Adams was made. Commissioner Liechty stated that it will be made at the next board meeting. It was decided that it was premature for the Commissioners to act on this decision until it is made by the Aviation Board. Ronald Smith stated that pending the Board of Aviation's action, their new board member will be accepted. The matter will need to be added to the next meeting for final approval.

A Surety Bond for William Harter, Coroner, was submitted for approval. James Crowl made a motion to approve the Surety Bond for William Harter, Coroner. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

A Surety Bond for Kimberly Johnson, Assessor, was submitted for approval. Lynne Liechty made a motion to approve the Surety Bond for Kimberly Johnson, Assessor. James Crowl seconded that motion and the motion carried with three (3) ayes.

Laurie Stoy, Treasurer, requested that the Board of Finance meeting scheduled for January 4, 2016, at 9:00 a.m. be rescheduled. The Board of Finance Meeting is now rescheduled for January 19, 2016, at 8:00 a.m.

Dan Pulver submitted a request to the Commissioners to metal detect on county property. It was decided by the Commissioners to not allow metal detecting on county property.

Jeff Bassett, Business Impressions, came to the Commissioners regarding a mistake on his 2016 price quote for the Xerox machines. Mr. Bassett said that the mistake was on the IV-D Xerox because that particular machine is front loaded for maximum reimbursement. Mr. Bassett stated that instead of the County saving \$63.00, savings are decreased to \$11.00 per month. James Crowl made a motion to approve the amended quote for 2016. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Donald Stuckey, County Attorney, opened bids for the decommissioned vehicles from the county fleet. The bids received are as follows:

1997 Chevy Silverado

John Penner	\$1,526.00
Richard Ray	\$ 350.00

1994 Chevy Silverado

John Penner	\$1,526.00
Craig Everage	\$1,377.00
Richard Ray	\$ 350.00

2002 Ford Explorer (silver)

Jeff Klink	\$ 400.00
Craig Everage	\$1,607.00
Richard Ray	\$ 500.00

2003 Ford Explorer (white)

Jeff Klink	\$ 562.00
Craig Everage	\$1,707.00
Richard Ray	\$ 500.00

2003 Chevy Impala

Jeff Klink	\$ 682.00
Craig Everage	\$1,017.00
Richard Somerlot	\$ 830.00
Richard Ray	\$ 500.00
Mike Young	\$ 868.00

The Commissioners decided to take the highest bid for each vehicle and have Erin Wray, Commissioners' Secretary, contact the winning bidders and arrange for the pick-up of the vehicles.

Sheila Anderson, Fifth Third Bank, came to the Commissioners as a follow up to the presentation she gave at a prior Commissioners' Meeting. James Crowl made a motion to have the Auditor coordinate sending out

information to employees and possibly setting up a meeting. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Tim Frederick, Steuben County Solid Waste District, submitted an Amendment to the Agreement with the County. Mr. Frederick stated that because of the changes at the County Park, there is a \$500.00 reduction per month. James Crowl made a motion to approve and sign the Amendment. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey, County Engineer, submitted Frontier Utility Permit #2756 for approval. Lynne Liechty made a motion to approve that Utility Permit. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that there were a few minor issues at the strip mall entrance located on 200 N/200 W. She said that some stone was added to the driveway to accommodate truck traffic.

Ms. Sharkey stated that the limestone curbing around the roundabout area on the Bike Trail will be constructed next spring due to a mix up in the order. She stated that contract documents and miscellaneous cleanup work is being worked on as well. Ms. Sharkey said that they plain on sealing the wood railing in the fall of 2016 so it will get a year out in the elements.

Jennifer Sharkey reported that the INDOT permits have been issued for the Maple Street road approach and the Lure Craft driveway. Ms. Sharkey said that she was informed during a conference call that INDOT is doing a resurfacing project on SR 120 this summer so the projects are being coordinated to eliminate the duplication of efforts.

Ms. Sharkey stated that the Army Core of Engineers did not approve the permit for the ditch crossing. She stated that they are requiring a modification of the 36" pipe as it does not qualify for a regulatory permit. If the County were to keep that 36" pipe, it would have to be a special permit which would require an additional hydraulic study. Ms. Sharkey stated that they elected to go with a larger pipe, reformat the permit and send it back so it falls within the regulatory permitting requirements. She said that work always comes with a price and submitted a supplemental document for an additional \$1,500.00 for this modification.

James Crowl asked if the Town of Orland was going to stand up and put any more funds towards this project. Ronald Smith stated that he assumed that Orland had no money to do so. James Crowl asked where the extra money would be coming from. Ms. Sharkey stated that she would be transferring the money from the Bike Trail line item. James Crowl made a motion to fund the additional \$1,500.00 for the modification from the Bike Trail line item. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey stated that she spoke to Larry Gilbert, Surveyor, regarding the wetland property located at 200 N/SR 827. Ms. Sharkey stated that after that conversation she contacted the consultant and they are reviewing if there is any way the County can purchase that piece of property ahead of time.

Ms. Sharkey submitted a reimbursement voucher for the Bridge Inspection for approval. She said that the field work has been done for the second phase and they are working on compiling the data. 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 received a letter from the Outlet Shoppes of Fremont regarding the lights along Old 27. INDOT opted to turn off the lights when the County did not take over the lights. Ms. Sharkey stated that she explained that situation to the Outlet Manager and the Manager was still concerned about high traffic, especially during Black Friday. James Crowl said that the State turned them off, not the County. Ronald Smith said that the Outlet Manager can contact the State of Indiana regarding the lights.

Ms. Sharkey reported that INDOT denied approval to put the AIC County Achievement signs in the INDOT right of way along US 20. She said that additional coordination would require contacting private property owners to see if they would allow signs on their property which would be approximately 25 feet from the paved

shoulder. James Crowl stated that the signs can be posted on the County road going north and south, one could be put in the right of way of the Community Center parking lot and possibly one at the Highway Department on CR 200 W.

Jennifer Sharkey stated that there is a grant available for a Bike Trail Master Plan for the County. Ms. Sharkey said that Steuben County has a Bike Trail Plan but it was just for getting the Trail from the City of Angola to Pokagon State Park, there is no County-wide Bike Trail Plan that has been formally presented and adopted. She said that this grant would be a \$20,000.00 reimbursable grant with a matching amount of \$20,000.00. Ms. Sharkey stated that the Grant Application is due by January 29, 2016 and it could be used for projects after June 30, 2016 to be completed by June 29, 2017. Jennifer Sharkey stated that the grant allows the County to hire a consultant for a formal evaluation of the existing network and also update the policy and program recommendations. The grant also prioritizes route, facility type, locates and cost estimates of each. The Commissioners decided to put the decision on hold until the next meeting.

Jennifer Sharkey said that she had a meeting with Rick Shipe last week on the sewer for the new Community Building at the County Park. She said that she anticipates submitting the permit by the end of the year so they can move on to the second phase of the permitting process.

The 2016 Engineer Agreement was submitted for approval and signature. Lynne Liechty made a motion to accept the 2016 Engineer Agreement. James Crowl seconded that motion and the motion carried with three (3) ayes.

Emmett Heller, Highway Superintendent, submitted the Fuel Confirmation for approval and reads as follows:

December 15, 2015

To: Steuben County – Emmett Heller

This is to confirm the following fixed fuel prices for the period of January 1, 2016 thru December 31, 2016 at our EP 24 stations and tank wagon delivery on the Prem. Deselex-4 Off Road.

EP 24 STATION PRICING

60,000 gallons +/-	87E-10+ gasoline	\$1.805+.18 (State Excise Tax)	\$1.985 total
70,000 gallons +/-	Premium Deselex-4 On Road	\$1.867+.16 (State Excise Tax)	\$2.027 total

TANK WAGON DELIVERED PRICING

13,000 gallons +/-	Premium Deselex-4 Off Road	\$2.02 (no excise taxes)	\$2.02 total
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Please sign as confirmation of our agreement and email or mail back to North Central Co-op.
Thank you for your business!

Bruce Richman
Energy Products and Services Administrator
Phone: (800) 720-0550 ext. 219
Email: brichman@ncc.coop

Emmett Heller
Steuben County

Kristine Christlieb, Region IIIA, submitted a copy of the application for the WDP to the Commissioners. Ms. Christlieb stated that she is happy to report that Steuben County was awarded the Workforce Development Program Grant. She submitted the completion timeline and information to the Commissioners as well. Ms. Christlieb stated that the goal is to train 110 people in a two (2) year period on the accelerated program. She said

that they were awarded \$250,000.00 and are hoping to use those dollars to pay for ten (10) welding stations, one (1) CNC Lathe, one (1) CNC Mill and twenty-five (15) computers for the Enterprise Center. Ms. Christlieb stated that right now they are in the process of procuring the trainers for this program. The proposals went out some time ago, were already received and they are still going through the scoring process. She said that the next step is to do the invitation for bids and that will be done sometime in January.

Dave Koenig, EDC, stated that as part of the Enterprise Center they did a survey of the Industrial Guild and it indicated that the numbers of people that employers could send to these trainings exceed the numbers that were put in the application. Bill Schmidt asked if the trainees have any obligation to stay in Steuben County after training is complete. Mr. Koenig stated that the trainees don't have to be Steuben County residents and there is no obligation for them to stay in the County. He said that the thought process is that the economy is going to be benefitted by a better skilled workforce.

Gary Fair, Community Center Maintenance, submitted an invoice from Delta T Mechanical in the amount of \$1,683.90, for repairs made to the Auditor's Office HVAC. Mr. Fair also reported that the valves in the boiler room have frozen up and another invoice will be coming for that as well. James Crowl made a motion to approve the Delta T Mechanical invoice in the amount of \$1,683.90, to be encumbered from 2015 Cum. Cap. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Gary Fair reported that Ross Ruckle and his team have been surveying the MSD Tower. Mr. Fair said that he was hoping the documents would be ready by today; however, they are not yet available. He said that the next phase would be getting things registered in the Recorder's and Auditor's Office. Mr. Fair said that he thinks it is time to allow the County Attorney to work with the MSD's Attorney to make sure everything is documented and transferred over.

James Crowl asked Gary Fair about the Washington Street property. Mr. Fair said that the house had been empty for some time; however, it is now rented again. Donald Stuckey stated that he has not yet received the appraisal. Mr. Stuckey stated that he will contact the appraiser again.

Frank Charlton, Plan Commission, submitted the 2016 Proposed Plan Commission Meeting Schedule. Lynne Liechty made a motion to approve the 2016 schedule. James Crowl seconded that motion and the motion carried with three (3) ayes.

Frank Charlton stated that there is one term that is coming to an end on December 31 and John DeMarco has expressed interest in serving on the board in the vacant spot. Mr. Charlton stated that Mr. DeMarco is a Republican and the person leaving is a Democrat. Donald Stuckey reviewed the statute and it was determined that Mr. DeMarco could not serve on the board due to his political affiliation and the board would be out of compliance. Mr. Charlton stated that he would try to find someone else to serve on the board.

Vina Conti, Plan Commission, submitted Plats for signature.

Jay Schabel, RESPoly Flow, submitted the final Memorandum of Understanding for approval and signature. Lynne Liechty made a motion to approve the Memorandum of Understanding. James Crowl seconded that motion and the motion carried with three (3) ayes.

Kirk Grable, Attorney for the Motorola Project, submitted the final Contract, Equipment Lease, General Certificate, Signature and No Litigation Certificate and Form 8038-G for approval and signature. Lynne Liechty made a motion to approve and sign the Contract, Equipment Lease and forms. James Crowl seconded that motion and the motion carried with three (3) ayes.

Gary LeTourneau, Communications Director, stated he will talk to Tony Culver, Croxton & Roe Insurance, regarding the insurance policy for the Motorola Equipment. Mr. LeTourneau stated that he will supply cameras at the airport if necessary.

Mr. LeTourneau reported that he spent three (3) days in Schaumburg, Illinois and had his hands on the majority of the new equipment. He said that several tests were ran and some tweaks were made to the equipment as

well. Mr. LeTourneau stated that the capabilities of the new equipment is a lot better than initially expected. He said that they were able to communicate with Fort Wayne from Illinois on the new system. The State also sent two (2) engineers to help make the changes and tweak the system before it arrives.

The Commissioners received the following correspondence: State of Indiana re: Office of Community and Rural Affairs Designates Indiana Site Certified Gold; NEIndiana re: News Release; State of Indiana re: Indiana Site Certified Program; State of Indiana re: 2016 Hoosier Heroines Essay Contest; INDOT re: Newsletter Update; State of Indiana re: 2015 Awards Ceremony and 10th Anniversary Celebration; Region IIIA re: Press release following award ceremony

STEUBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, President, South District

James A. Cowl, Vice President, Middle District

Lynne A. Liechty, North District

Attest: _____
Kim Koomler, Steuben County Auditor

elw