

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING  
December 22, 2014

The Steuben County Commissioners met at 8:30 a.m. on Monday, December 22, 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, Ruth Beer, Steuben County Councilwoman, and Kim Koomler, Steuben County Auditor.

Kim Koomler, Auditor and Lori Hickey, 1<sup>st</sup> Deputy Auditor, spoke to the Commissioners regarding the use of the Commissioners credit card by Brett Hays, Community Corrections. It was decided that Mr. Hays should be granted permission to apply for a credit card for use by Community Corrections.

Loretta Smart made a motion to approve the claims submitted for payment this day totaling \$755,051.32. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made the motion to approve the Commissioners Meeting minutes from the Meeting held December 1, 2014 and the Executive Session Statement also from December 1, 2014. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Walt Drewes, Aviation Board Vice President, stated that a week and a half ago John Kline, Dr. Weaver and himself had an opportunity to talk with INDOT and the FAA in regards to the overview of the airport and any items that are forthcoming up to 2020. INDOT had a travel restriction so they went down to Indianapolis and met with them at the round table. Mr. Drewes stated it was a very productive meeting. Prior to that meeting, Mr. Drewes stated that they made up some booklets to hand out, as well as copies for the County Commissioners and the County Council. He stated the booklet is an overview of the airport and items to consider as ongoing up to 2020. Walt Drewes stated if there were any questions the Commissioners can call himself or Dr. Weaver.

The Commissioners signed the minutes from the November 17, 2014, Commissioners Meeting, which were approved at the previous meeting.

Tami Mosier, Purdue Extension, submitted the Extension Contractual Services Agreement between Purdue University and Steuben County Government. Loretta Smart made a motion to approve that Agreement. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners reviewed the Annual Certification on Compliance with County Nepotism Policy Concerning Hiring and Supervision of Relatives and the Annual Certification on Compliance with County Contract Disclosure Policy. James Crowl made a motion to sign those certifications. Loretta Smart seconded that motion and the motion carried with three (3) ayes. All three (3) Commissioners signed their own certification.

The Commissioners were presented with a new deer removal contract for 2015 with Matt Bidlack doing the deer removal. Loretta Smart made a motion to approve the 2015 deer removal contract. James Crowl seconded that motion and that motion carried with three (3) ayes.

Eric Ditmars, County Park Superintendent, submitted an invoice from Julian's Earthwork, in the amount of \$16,325.01, for approval and signature. James Crowl made a motion to approve the invoice. Loretta Smart seconded that motion and the motion carried with three (3) ayes. Mr. Ditmars also signed an encumbrance form so this invoice will come out of the 2014 budget.

Eric Ditmars submitted a purchase request for a items the County Park is looking to purchase. The first is a trailer with hydraulics, and is battery operated, with a 13,000 lb weight limit, and is 12 feet long. Mr. Ditmars stated that there will be a lot of material brought in to fix sink holes, etc. and this trailer will help do that. Eric Ditmars stated that it will be taken from this year's budget and will be encumbered. James Crowl said he has no problem with this purchase.

The next item that Mr. Ditmars is requesting to purchase is a Wood's Landscape Rake that is a little larger than the one that is currently used at the County Park. He's looking to use this in the main field at the 4-H Grounds

because that is going to have to be mowed eventually. Mr. Ditmars stated that it will be used to clean the beach daily as well. Loretta Smart made a motion to approve the purchase request for the rake. James Crowl seconded that motion and the motion carried with three (3) ayes.

Donald Stuckey, County Attorney, stated that he has been communicating with an attorney in Indianapolis and with Kim Shoup, City Attorney, regarding a property located at 610 East Gilmore Street in the City of Angola. He stated that it was up for tax sale, did not sell, has some environmental hazards and apparently someone wants to either tear it down or fix it up. Donald Stuckey said that it would go on the Commissioners Sale the next time one comes around and more than likely since no one bid on it at the last sale, no one will bid on it again. Mr. Stuckey stated that there is a provision in the statute which allows the Commissioners to take title to the property and transfer or assign the tax sale deed and/or tax sale certificate to the City and then the City can take the property over. The City would not pay back taxes, but the property would be put back on the tax rolls immediately. Mr. Stuckey stated that they have a plan that they have submitted to the City of Angola to rehab the property and the City is 100% behind it, they want it done because it will be on the tax rolls one year before it would normally be put on if it went to tax sale and was sold. Donald Stuckey stated that JJ General Contractors wants to purchase the property and the back taxes equal approximately \$33,000.00. James Crowl made a motion to approve the petition to do the transfer of the tax sale certificate. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Donald Stuckey, opened the 2015 Sheriff Vehicle Bids. Those bids were submitted to RJ Robinson, Chief Deputy, for review.

Vina Conti, Plan Commission, came to the Commissioners requesting that Peter Keck be reappointed to the Board of Zoning Appeals for another four (4) year term. James Crowl made a motion to reappoint Peter Keck to the Board of Zoning Appeals. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Ms. Conti also submitted plats to the Commissioners for signature. Loretta Smart made a motion to approve and sign those plats. James Crowl seconded that motion and the motion carried with three (3) ayes.

Shelly Hansen, USI Midwest, LLC, came to the Commissioners regarding the Dental Insurance Open Enrollment. Ms. Hansen stated that when she was at the Community Center for Open Enrollment, she did not realize that there was a late entrant provision in the policy. If a County Employee opts for the late entrant policy, that employee will be limited to cleanings and exams for the first twelve (12) months. Ms. Hansen recommended keeping the late entrant provision instead of changing the policy to include an open enrollment. The Commissioners took Ms. Hansen's recommendation and decided to leave the policy as is.

Kris Thomas, Health Department, submitted an Amended Draft Septic Ordinance to the Commissioners for review and wanted to give the Commissioners more information on the questions that were asked at the last meeting. She stated that the IOPA membership is \$75.00 per year, if you have three (3) or more individuals its \$175.00 per year and you do have to become a member to take the certification test. Ms. Thomas stated that the certification test is \$50.00 and is good for three (3) years. By taking the certification it insures that installers are familiar with current sciences, technology and laws for the State of Indiana. James Crowl asked how many Indiana counties had the IOPA certification and Ms. Thomas stated that the website was not up to date, but it showed that a total of forty-six (46) counties require certification, either their own or IOPA. Ms. Thomas further stated that we do not want to do our own certification. She said that she believes DeKalb County is looking at doing their own and it is a whole different thing that we don't want to get involved with. James Crowl asked if there were any grandfather effects with this. Kris Thomas stated that there would be no grandfathering because the certification would not be required until April 1, 2016, and that date could be pushed back further if needed. Ms. Thomas stated that each individual is responsible for the cost of their certification. The Commissioners requested at least thirty (30) days to review and research the ordinance.

Emmett Heller, Highway Superintendent, gave the Commissioners a repair information sheet for a 2002 Volvo that is owned by the Highway Department. Mr. Heller also updated the Commissioners on projects being done.

Jennifer Sharkey, County Engineer, submitted Frontier Utility Permit #2721 for approval. Loretta Smart made the motion to approve Frontier Utility Permit #2721. James Crowl seconded that motion and that motion carried with three (3) ayes.

Ms. Sharkey reported that the NIPSCO gas relocation for the CR 200 N/CR 200W project has been completed. She also submitted a \$990.00 invoice for the right of way for approval. James Crowl made a motion to approve that invoice. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey updated the Commissioners on the Bike Trail Project. She stated that Frontier still has three (3) cables to lower but all other cables have been potholed and are at a minimum of 30" below grading depths. Ms. Sharkey also submitted an invoice from BF&S for November's Inspection Services. Loretta Smart made a motion to approve that invoice. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that some residents on CR 300 W have expressed their concern about lack of pavement markings. Ms. Sharkey and Mr. Heller advised the residents that the Highway Department is working with their vendor to rectify the problem.

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

December 5, 2014

To: Steuben County & Emmett Heller

This is to confirm the following fixed fuel prices for the period of January 1, 2015 thru December 31, 2015 at our EP 24 stations.

87E-10+ gasoline	\$2.144 + .18 (State Excise Tax)	\$2.324
Premium Diesel-R	\$2.690 + .16 (State Excise Tax)	\$2.850

The pricing below is the fixed fuel pricing for January 1, 2015 thru December 31, 2015 for Off Road diesel fuel delivered to your tanks via our tankwagon.

Diesalex-4	\$2.810 (no excise taxes)	\$2.810
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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](mailto:brichman@ncc.coop)

Emmett Heller  
Steuben County

Brett Hays, Community Corrections, requested approval to use the Commissioners' credit card to purchase \$3,231.28 worth of computer equipment from Amazon.com. James Crowl made a motion to approve that request. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Mr. Hays also requested approval to use the Commissioners' credit card to reserve a hotel room for a conference. Loretta Smart made a motion to approve that request. James Crowl seconded that motion and the motion carried with three (3) ayes.

Brett Hays submitted the NICC Advisory Board Roster for approval. James Crowl made a motion to approve the NICC Advisory Board Roster. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Mr. Hays submitted an amendment to the current grant contract. He stated that Donald Stuckey has approved the amendment. This amendment allows Indiana Department of Corrections offenders into the Steuben County Work Release. James Crowl made a motion to approve the amendment. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Kim Koomler, Auditor and Lori Hickey, 1<sup>st</sup> Deputy, had a discussion with the Commissioners and Brett Hays regarding Mr. Hays applying for and acquiring his own credit card for use by Community Corrections only. Brett Hays is to go to Farmer's State Bank to apply for a credit card.

Pam Feller, Probation, submitted a Memorandum of Agreement Between the Northeastern Center, Inc., and Steuben County Probation for approval. Loretta Smart made a motion to approve that agreement. James Crowl seconded that motion and the motion carried with three (3) ayes.

Tim Troyer, Sheriff and RJ Robinson, Chief Deputy, reviewed the 2015 Sheriff Vehicle Bids and submitted their recommendation. Sheriff Troyer stated that they would like to accept the bid from Dunham's for the two (2) 2015 Dodge Chargers RWD for a total amount of \$49,664.00 and one (1) 2015 Dodge Ram Truck in the amount of \$28,530.00. Sheriff Troyer also stated that he would like to accept the bid from Harold Chevrolet for the 2015 Chevrolet Tahoe in the amount of \$33,029.25. The total amount for four (4) new vehicles to be purchased from the 2013 bond totals \$111,223.25. James Crowl made a motion to accept Sheriff Troyer's recommendation. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Sheriff Troyer stated that he does not have any change over information yet but he will try to have that cost at the next meeting.

Tami Sumney, IT Director, came to the Commissioners with a request to purchase new computers, to replace old computers, out of the 2013 Bond. Ms. Sumney stated that the Sheriff's Department has sixteen (16) computers in need of work; however, she is only requesting to replace eight (8) of those and she will be refurbishing the other eight (8). The total for the eight (8) replacements for the Sheriff's Department total \$24,148.31. She is also requesting to purchase thirty-one (31) computers to replace computers in various offices. The quote for those computers came in at \$50,935.88. Ms. Sumney stated that the total amount from the 2013 Bond will total \$75,084.19. Loretta Smart made a motion to approve Ms. Sumney's purchase request. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners received the following correspondence: NACo; County News Alerts December 15, 2014; API re: Growing Calls for Crude Exports; Association of Indiana Counties re: AIC eNewsletter Dec. 12, 2014; NACo re: County Explorer; EMC Insurance Companies re: Loss Control News; NACo re: NACo forum; ENR Equipment re: Fuel Economy Numbers; NACo re: Roofing & Waterproofing Contract Launch; NACo re: County News Alerts Dec 2, 2014; OpenGov re: 5 Elements of a Good Financial Transparency Site;

STEBEN 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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Loretta S. Smart, North District

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