

STEUBEN COUNTY BOARD OF COMMISSIONERS MEETING  
January 20, 2015

The Steuben County Commissioners met at 8:30 a.m. on Tuesday, January 20, 2015, in the CommissionersøRoom of the Steuben Community Center. Present this day were Commissioners Ronald L. Smith, James Crowl and Lynne Liechty. Also present were Ruth Beer, Steuben County Councilwoman, Jim Getz, Steuben County Councilman, Ken Shelton, Steuben County Councilman, Donald Stuckey, County Attorney, and Kim Koomler, Steuben County Auditor.

James Crowl made a motion to approve the claims submitted for payment this day totaling \$227,950.35. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made the motion to approve the CommissionersøMeeting minutes from the Meeting held January 5, 2015. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the Executive Session statement from January 8, 2015. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

The Commissioners signed the minutes from the December 22, 2014, CommissionersøMeeting, which were approved at the previous meeting.

The Commissioners discussed the open position for the VeteransøServices Officer. Two (2) applicants were interviewed and the Commissioners wish to interview another applicant. The Commissioners directed Erin Wray, CommissionersøAssistant, to try to schedule the interview for Friday, January 23, 2015.

Lynne Liechty made a motion to approve the Allocation Contract with the Steuben County Economic Development Corporation specifying that the total amount to be paid to the Steuben County EDC, in two (2) installments, is \$130,488.00. James Crowl seconded that motion and the motion carried with three (3) ayes. James Crowl stated that he was disappointed in the fact that the Steuben County EDC will not be holding any open meetings.

David Koenig, Steuben County EDC, Executive Director, sent a memorandum from the State Board of Accounts to the Commissioners for discussion. Ronald Smith stated no further action was needed on the memorandum.

Mr. Koenig also submitted a Certificate of Appointment to the Steuben County Economic Development Corporation. Ronald Smith stated that he wishes to still be a part of the EDC and many times when the EDC meets with clients, they want the President of the Commission Board in attendance. He advised that Commissioner Liechty could attend the regular meetings and he could attend special meetings that would require the President of the Commission Board to be in attendance. Commissioner Liechty agreed with that arrangement. James Crowl asked with the amount of money that is invested with the EDC, why couldnøt both attend the meetings? Donald Stuckey, County Attorney, stated that it would have to be advertised as a CommissionersøMeeting but that it is probably okay if both Commissioners attend. Due to questions revolving around two (2) Commissioners wanting to be involved with the EDC and the issue of the Open Door Law, the Certificate of Appointment was put on hold pending a report from Donald Stuckey, at the next meeting.

David Koenig also submitted an Agreement for Services regarding services that the Steuben EDC will provide and in consideration of those services, the County shall pay fees in the amount of \$130,488.00, payable in two (2) equal installments. Lynne Liechty made a motion to approve the Agreement for Services, James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners were presented with the 2015 Capital Improvement Plan for approval. James Crowl made a motion to approve the 2015 Capital Improvement Plan. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Gary LeTourneau, Communications Director, submitted the 2015 Frontier renewal contract for signature. Ronald Smith signed the 2015 Frontier Renewal Contract with Frontier.

James Crowl stated that heøs received phone calls regarding a rumor about Steuben County Communications merging with DeKalb County Communications. He stated that is a bad rumor and he wants it squelched immediately. Steuben County Communications is staying in Steuben County. Ronald Smith stated that there was an overture from DeKalb County; however, the matter has not been discussed nor has anything been entered into and it is just a rumor. James Crowl stated that at the present time Steuben County is not interested in that arrangement. Gary LeTourneau checked out the possibility and was informed it was a premature idea and maybe sometime in the future it could be discussed, but at the present time there is nothing to it.

The Steuben County Board of Commissioners reviewed board appointments that were up for renewal in 2015.

James Crowl made a motion to reappoint Elten Powers, pending Mr. Powers approval, to the Cemetery Board. Lynne Liechty seconded that motion and that motion carried with three (3) ayes.

Lynne Liechty made a motion to reappoint Barbara Julian (D) and Susan Weicht (R), pending their acceptance, to the Board of Health. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to reappoint Tom Sanborn (R), pending Mr. Sanbornøs acceptance, to the Alcohol Beverage Board. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to reappoint Michael VanWesten (R), pending Mr. VanWestenøs acceptance, to the Board of Aviation. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners decided to not take any action on the Steuben County Bike Trail Board of Directors.

James Crowl made a motion to appoint Jim Getz, as he is the County Council liaison, and reappoint Anne Turner, pending Ms. Turnerøs acceptance, to the Steuben County Innkeepers Tax Commission. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to reappoint Chris Snyder for the Northeast Quadrant and Gene German for the Northwest Quadrant, pending Mr. Snydersø and Mr. Germanøs acceptance, to the Steuben County Emergency Management Advisory Council. James Crowl seconded that motion and the motion carried with three (3) ayes.

Brett Hays, Community Corrections, came to the Commissioners with a purchase request, in the amount of \$223.98, from Amazon.com. Mr. Hays also requested to use the Commissionersø Credit Card for this purchase. James Crowl made a motion to allow Mr. Hays to make that purchase with the Commissionersø Credit Card. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Brett Hays submitted a quote from Manahan Construction for the conversion of a storage area into offices. James Crowl made a motion to approve the quote from Manahan Construction. Lynne Liechty seconded that motion and the motion carried with three (3) ayes. Lynne Liechty stated that she would have liked to see a second quote on this project.

Mr. Hays also submitted two (2) quotes for additional network cable installation. James Crowl made a motion to accept the quote from Hotwire Electric. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Brett Hays reported to the Commissioners that the roof on Community Corrections needs to be replaced. He stated that he currently has one quote and is working on getting another. Gary Fair, Community Center Maintenance, is going to help Mr. Hays on obtaining another quote.

Gary Fair, Community Center Maintenance, came to the Commissioners with an Agreement from Kone for the installation of an infrared door detector for the elevator, in the amount of \$6,251.86. Mr. Fair stated that in his opinion, this repair is needed due to the risk of the elevator doors possibly closing on someone. He said that the elevator would be down for an entire business day and to make sure it does not cause any hardships, he plans on having it done on February 16, when the building is closed due to a scheduled holiday. Mr. Fair also stated that he would be volunteering his time during the repairs. Lynne Liechty made a motion to approve the Agreement with

Kone for the installation of the infrared door detector. James Crowl seconded that motion and the motion carried with three (3) ayes. The invoice for this repair shall be paid from Cum Cap 1138-000-4000.15.

Emmett Heller, Highway Superintendent, reported to the Commissioners that the Highway Department has been approached by the Boy Scouts and they have drafted a new contract for the use of the gravel pit. The new contract will be good for a total of five (5) years, instead of one and there will be no charge for gravel, the Highway Department would just maintain their roads. It is also stated in the contract that the Highway Department will help them with one culvert a year. James Crowl made a motion to approve the five (5) year contract with the Boy Scouts for the use of the gravel pit. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Emmett Heller also stated that in Orland there are about eighteen (18) miles of road that need to be bermed and straightened up. His goal is to get them to be gravel roads again and not dirt roads. Mr. Heller said that he has contacted Julianos Earthwork about getting access to another pit on 750 West and 775 North, right up against the turnpike.

Mr. Heller reported that during the week of January 4-10 the Highway Department logged approximately 16 hours overtime due to the weather. He also stated that they made 120 tons of sand mixed with calcium chloride and it has been stored separately.

Jennifer Sharkey submitted Frontier Utility Permit #2723 and #2724 for approval. James Crowl made a motion to approve the utility permits. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that the 200W/200N Intersection Project will go out for bid on February 4.

Jennifer Sharkey stated that there was a Bike Trail progress meeting last week. She said that Frontier was not able to make that meeting, but they did communicate to the Construction Inspector their plan for the last relocation and the work has been pushed back to mid-February. A tentative completion date for the Bike Trail is scheduled for September, 2015.

Jennifer Sharkey introduced Craig Parks from American Structurepoint. For the 200 N/SR 827 project, American Structurepoint was chosen as the winning engineering firm and Ms. Sharkey submitted the original copy of the contract for approval and signature. The contract is in the amount of \$371,945.00. She stated that some modifications were made and the contract was reapproved by herself and by INDOT. She stated that the contract is slightly over what the application had allotted for design; however, the reason for that is because there are some items in the contract that are included such as retaining wall analysis and wetland mitigation. They wanted to have those items included under the original contract that way there were no hang ups in being able to get that work done if it is needed. If the work is not needed, the County will not be charged. James Crowl made a motion to approve the LPA Consulting Contract with American Structurepoint. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ronald Smith inquired about Bike Trail maintenance in the winter. The City of Angola maintains their Bike Trail in the winter and he asked if the County will need to do that as well. Jennifer Sharkey stated that is something the County will need to take a look at and see what type of equipment will be available or if a sign will be posted advising it will be closed during the winter. Ms. Sharkey also stated that she just recently received information on Trail Maintenance Funds that could be available and she is looking into that.

Jennifer Sharkey reported on the Maple Street Project and submitted a Financial Summary to the Commissioners. Ms. Sharkey stated that design-wise the County is covered with the budget; however, due to some of INDOT's reservations with the corner property having a large drive off of SR 120, they would rather it come off of Maple Street and there will be an additional fee for that driveway design. She stated that currently there is a surplus of approximately \$2,000.00.

For the construction on the Maple Street portion, the estimate is \$382,500.00 and for the SR 120 portion, the estimate is \$127,500.00, for a total project cost of \$510,000.00 for the new roadway construction. In Major Moves there is the Construction line item that has \$200,000.00. Ms. Sharkey stated that it was interpreted that \$185,200.00 would come from Major Moves but from the Highway/Maintenance line item. Those two line items

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together would only cover the \$385,200.00 for the Countyøs portion. She stated the Stateøs portion is reimbursable but the County would have to front that money, pay for the contract and upon the final inspection, the County would be reimbursed \$175,000.00. Jennifer Sharkey stated that she would like to look at increasing the Major Moves Construction line item by \$185,200.00 so the Highwayøs maintenance funds are not spent on a new project. Ms. Sharkey also stated that it needs to be increased by at least \$127,500.00 or \$175,000.00 so the total reimbursable amount is covered.

James Crowl asked if the Town of Orland was contributing funds for the Maple Street Project. Ms. Sharkey stated that they have provided the fees for land acquisition, the survey and attorney fees for conveying the line of sight property to the State; however, she does not have a dollar amount on the total contributions at this time. James Crowl requested that Ms. Sharkey obtain a dollar amount of the total amount of money the Town of Orland has contributed to this project. James Crowl stated that he believes the Town of Orland needs to be a part of this and come up with some of the funding. Ronald Smith stated that the Town of Orland has no funds and the only possible thing that could help them with obtaining funds would be the possible LOHUT/Wheel Tax.

Ronald Smith asked if winter treated the county kindly if some of the savings from fuel and/or products to maintain the roads in the winter could be used to help mitigate some of the expenses that we would have. Ms. Sharkey stated that can be looked into. Ronald Smith stated that otherwise, an additional from Major Moves would have to be requested and approved by Council. Ronald Smith stated that since the inception of Major Moves money the County has given \$250,000.00 allotment to supplement the road process in Steuben County, where other counties do not have that. Commissioner Smith also stated that Major Moves money was given to the County for Economic Development Projects and at this time he feels that the Commissioners need to talk to Council with Ms. Sharkey giving the proposal.

Ms. Sharkey also reminded the Commissioners about the TIGER Grant Interchange Project Meeting with the Toll Road Representatives on Friday, January 23, 2015, at 10:00 a.m. in Granger, Indiana.

Jennifer Sharkey stated that she has had additional correspondence with INDOT regarding the road lighting along Old SR 127 and requested Donald Stuckey to review the information. Ms. Sharkey stated that it appears that road abandonments are not recorded documents and that the abandonment notices are interagency transactions to take over that roadway and the right of way.

Ms. Sharkey stated that she has spoken to Kim Koomler, Auditor, about the Handbook and Personnel Policy. She stated that they would like to get things officially accomplished with the issues at hand. Kim Koomler stated she will be contacting Kent Irwin this week.

The Commissioners submitted the 2015 Engineer Agreement to Jennifer Sharkey. Ms. Sharkey stated she will review the agreement and will sign it at the next CommissionersøMeeting.

The Commissioners received the following correspondence: API re: 2015 Energy Policy Priorities; CIP Supply re: Vehicular Modular Bridge Lunch; NEI Regional Partnership re: Reminder ø Our Story Project Reveal; API re: Keystone XL.

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 Koomler, Steuben County Auditor  
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