

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
February 21, 2017

The Steuben County Commissioners met at 8:30 a.m. on Tuesday, February 21, 2017, in the Commissioners' Room of the Steuben County Community Center. Present this day were Commissioners Ronald Smith and James Crowl. Also present were Donald Stuckey, County Attorney, Ruth Beer, Steuben County Councilwoman and Kim Koomler, Steuben County Auditor.

James Crowl made a motion to approve the claims submitted for payment this day totaling \$526,134.94. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Melissa Bixler, Treasurer and Kim Koomler, Auditor, submitted the Monthly Comparison Report for approval. Ronald Smith made a motion to approve the Monthly Comparison Report. James Crowl seconded that motion and the motion carried with two (2) ayes.

James Crowl made a motion to approve the minutes from the Commissioners' Meeting on February 6, 2017. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

The Commissioners signed the minutes from the January 17, 2017, Commissioners' Meeting for the Index Book, which were approved at the prior meeting.

Kim Koomler, Auditor, requested official approval to purchase one (1), medically necessary Varidesk, in the amount of \$395.00, from Cum. Cap. 1138-000-4000.15. Ronald Smith made a motion to officially approve the purchase of the Varidesk. James Crowl seconded that motion and the motion carried with two (2) ayes.

Donna Thrasher, MSD Prom Sponsor, submitted a request to use the Community Center Parking Lot on Saturday, April 29, 2017, for Angola High School's Prom. James Crowl made a motion to allow AHS to use the Community Center Parking Lot on April 29, 2017. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Mary Allred, EMS Director, submitted January Closeouts in the amount of \$108.90 and January Writeoffs in the amount of \$671,910.22 for approval. James Crowl made a motion to approve the submitted Closeouts and Writeoffs. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Kim Koomler, Auditor, submitted the Verbal Approval Form for discussion. Ms. Koomler said that since the current Verbal Approval Form states that it is for anything exceeding \$1,000.00, there has been confusion with the Maintenance Department since they are supposed to get permission to purchase anything over \$500.00. James Crowl made the motion to amend the Verbal Approval Form to state it is for repairs exceeding \$500.00, that way there will be no confusion. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Vina Conti, Plan Commission, submitted a plat for the 1st Addition to Ridenour Acres, for signatures.

Jeff Bassett, Business Impressions, submitted a contract for the Xerox machines in Payroll and in EMA, for approval. James Crowl made the motion to approve the contracts. Ronald Smith seconded the motion and the motion carried with two (2) ayes.

Rae Delaney, Payroll and Benefits and Jody Kinsey, USI, came to the Commissioners to talk about preventive colonoscopy coverage. Ms. Kinsey stated that a few years back the Commissioners approved adding preventative services for colonoscopies to the plan; however, there was a maximum cap of \$2,000.00 placed on that benefit. Jody Kinsey said that what they are finding now is that \$2,000.00 is short of what the actual charge is. Ms. Kinsey said that since the benefit is not fully covered, people are not going in for their preventative colonoscopies and that is an issue. Ms. Kinsey said that the timeline for having a colonoscopy is one (1) over the age of 50, every 10 years. Currently, she said that there are 127 employees over the age of 50 enrolled on the plan and over the last two (2) years only ten (10) employees have used that preventative benefit. Ms. Kinsey said that typically the costs are running from \$3,200.00 to \$6,500.00, depending on the place of service, the time it takes, etc. Jody Kinsey said that she is proposing that the Commissioners remove the \$2,000.00 maximum cap and change it to unlimited

coverage for preventative colonoscopies. James Crowl made a motion to remove the maximum cap and change it to unlimited coverage for preventative colonoscopies. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Jody Kinsey also submitted the Annual Contract from the Stop Loss Carrier and the Third Party Administrative Service Agreement for signature. Ronald Smith made a motion to sign the documents. James Crowl seconded that motion and the motion carried with two (2) ayes.

RJ Robinson, Chief Deputy, came to the Commissioners to request permission to purchase replacement electronic recording devices from Presidio in the amount of \$3,788.00. Mr. Robinson said that the Sheriff's Department has the money for the purchase in the Seizure Fund. James Crowl made a motion to allow the Sheriff to purchase the recording devices in the amount of \$3,788.00. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Breann Fink, Steuben County Literacy Coalition Executive Director, submitted a request to use the Community Center Parking Lot on Saturday, April 8, 2017. Ronald Smith made a motion to approve the request to use the Community Center Parking Lot on Saturday, April 8. It was further stated that if the Farmer's Market would be taking place, the Literacy Coalition could utilize another County Parking Lot. James Crowl seconded that motion and the motion carried with two (2) ayes.

Kylee Harris, County Park Assistant Superintendent, submitted a quote from Lakeland Electronics in the amount of \$6,506.28, to get electronic key access installed on the remaining exterior Event Center Doors. James Crowl made a motion to approve the quote from Lakeland Electronics and that the invoice shall be paid from 1172-101-4000.01. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Ms. Harris said that the Girl Scouts are requesting to use the Lion's Building on Friday, April 28, for their Father/Daughter Dance. She further stated that the Girl Scouts are requesting that the rental fees be waived for that event. James Crowl made a motion to allow the Girl Scouts to use the Lion's Building on Friday, April 28, 2017, for their Father/Daughter Dance and that the rental fees shall be waived. Ronald Smith seconded that motion and the motion carried with two (2) ayes. *Per a phone call from Kylee Harris after the meeting, the Girl Scouts have withdrawn their request to use the Lion's Building on April 28, 2017.*

Kylee Harris reported that conduit is not extended into the middle of the parking lot so the installation of the new light cannot be accomplished as anticipated. Ms. Harris said that they are obtaining quotes to bore under the parking lot to extend the conduit. The Commissioners told Ms. Harris that they did not want to bore under the parking lot and requested her to check into having a light installed on the existing NIPSCO poles on the outer perimeter of the parking lot.

Ms. Harris said that the plugs for the new warming tables are not compatible with the plugs that have been installed in the Event Center. She submitted two (2) quotes to the Commissioners for consideration. James Crowl made a motion to accept the quote from Ross, in the amount of \$1,450.00, to be paid from 1172-101-4000.01. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

The Commissioners requested that Ms. Harris attend the Pollinator Workshop to be held on Monday, February 27, 2017.

Ms. Harris said that she will be attending the Bridal Extravaganza to promote the Event Center on Sunday, February 26, 2017. She said that she will be there between six (6) to ten (10) hours. James Crowl asked if there was a vehicle available for her to use that day.

Kylee Harris submitted three (3) park signs for consideration. Ronald Smith made a motion to approve the white sign. James Crowl seconded that motion and the motion carried with two (2) ayes.

Ms. Harris reported that the area used as parking for the Lion's Building has become a mud hole. James Crowl said that he would work with Frank Charlton to remedy the problem with gravel.

Ronald Smith said that they are looking to do ground leveling around the Event Center early April, 2017.

Magistrate Randy Coffey came to the Commissioners regarding wireless internet in the Courthouse that is needed due to the new electronic filing mandate. James Crowl made a motion to accept the quote from ZipSpider in the amount of \$3,505.00 for the installation, to be paid from Cum. Cap. 1138-000-4000.15. The monthly cost in the amount of \$86.90 shall come from the Court and/or Clerk's budget. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Gary Fair, Building Manager, submitted three (3) quotes to the Commissioners for the painting of the second floor offices. James Crowl made a motion to accept the quote from Steve Hanna, in the amount of \$4,300.00, to be paid from Cum. Cap. 1138-000-4000.15. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Mr. Fair also submitted three (3) quotes for the installation of carpet in the second floor offices. Mr. Fair said that Wayside had the low quote; however, that did not include moving any of the furniture. James Crowl made a motion to approve the quote from Homesite Carpet & Wallcovering, Inc., in the amount of \$15,788.93, to be paid from Cum. Cap. 1138-000-4000.15. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Ronald Smith made a motion to approve the color that is chosen by the four (4) elected officials that have offices on the second floor. James Crowl seconded that motion and the motion carried with two (2) ayes.

Mr. Fair stated that he will work with the elected officials to figure out a timeline for the painting and the installation of the carpet to be completed.

Mr. Fair also spoke about the storm water separation at Community Corrections and the Community Center. Erin Schiffler, Commissioners' Secretary, reported that she spoke to Amanda Cope from the City of Angola. Ms. Cope reported that per Eric Henion, there is no official deadline for the separation to be completed. James Crowl said that due to not knowing what is happening with the Courthouse, he believed that the Community Corrections storm water separation should be put on the back burner. Ronald Smith stated that he rather move forward with the Community Center separation and he requested Gary Fair to get prices around for the next Commissioners' Meeting.

Randy Brown, EMA Director, submitted quotes for a new laptop computer. Mr. Brown stated that LEPC will be purchasing the software in the amount of \$754.00 and he would like to purchase the Lenovo Thinkpad in the amount of \$1,498.00. James Crowl made a motion to allow Mr. Brown to purchase the Lenovo Thinkpad, in the amount of \$1,498.00, from his LOIT funds. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Mr. Brown also stated that the digital tornado sirens are installed and working well. He further reported that the LEPC has extended an invitation to participate in a multi-state LEPC Large Scale Emergency Event Drill to take place on October 5, 2017.

Randy Brown informed the Commissioners that he and Gary LeTourneau, Communications Director, have been informed that the backup radios will need to be reprogrammed twice in the near future. Mr. Brown stated that he will continue to work with Mr. LeTourneau on this matter.

Ronald Smith told Mr. Brown that DeKalb County has Temporary I-69 signs for when there is an accident on the interstate and people aren't sure where to go. Mr. Brown said that he would do some research into those signs. Randy Brown also reported that a system similar to the Sheriff's Nixel System, called Code Red, will be used in the future for severe weather, rerouting of traffic, etc.

Emmett Heller, Highway Superintendent, submitted NIPSCO utility permit #2774 and Frontier utility permit #2775 for approval. James Crowl made a motion to approve both utility permits. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Mr. Heller stated that the Old 127 lights may be turned on today, depending on weather. He said that eight (8) of them have been installed and they are still working on the light with a bad pole.

Mr. Heller also reported that there is a meeting regarding the Four Corners Bridge scheduled for February 23, 2017.

The Commissioners received the following correspondence: State of Indiana re: Seeking public comment for 2017 action plan; Stephanie Yager IACC re: Forum on Facebook; State of Indiana re: 2017 Community Development Block Grant Program; Keith DeHaan re: Trash and litter in ditches; Maumee River Basin Commission re: Meeting with Ways and Means Chairman; State of Indiana re: Lt. Governor Suzanne Crouch Applauds Governor Holcomb's Executive for East Chicago; NEIndiana re: RCI Day at the Statehouse; NEIndiana re: ROC Meeting this Wednesday at the Summit; Indiana State Department of Agriculture re: News; NEIndiana re: RCI Day at the Statehouse Agenda; Steuben County Soil and Water re: Approved Minutes; Maumee River Basin Commission re: Legislative Update; NEIndiana re: Regional Chamber of Northeast Indiana; Maumee River Basin Commission re: Conflict of Interest Statements; St. Joe River Basin Commission re: Annual Meeting Reminder; State of Indiana re: 2017 Stellar Communities Designation Program Informational Workshop.

STEBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, President, South District

James A. Cowl, Vice President, Middle District

Lynne Liechty, North District

Attest: _____
Kim Koomler, Steuben County Auditor
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