

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
February 6, 2017

The Steuben County Commissioners met at 1:00 p.m. on Monday, February 6, 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 and Kim Koomler, Steuben County Auditor.

James Crowl made a motion to approve the claims submitted for payment this day totaling \$696,854.64. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the minutes from the Commissioners' Meeting on January 17, 2017. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the January 3, 2017, Commissioners' Meeting for the Index Book, which were approved at the prior meeting.

Matt Meersman, St. Joseph River Basin Program Director, submitted a proxy designation form to be completed and sent back to him. James Crowl made a motion to appoint Tara Lee, Steuben County Soil and Water Conservation District, to be his proxy. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Erin Schiffli, Commissioners' Secretary, asked if the Commissioners planned on attending Purdue Road School this year. All three (3) Commissioners stated that they would not be attending this year.

Emmett Heller requested official approval to purchase a new power washer, in the amount of \$6,835.00. James Crowl made a motion to officially approve that purchase. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Erin Schiffli asked if the Commissioners planned on attending Road Funding Day at the Indiana Statehouse. All three (3) Commissioners stated that they would not be attending.

The Deer Removal Contract was submitted so paragraph 2, regarding the mileage rate, could be amended to read, "The Contractor will be paid the mileage rate based upon the current Federal rate." Lynne Liechty made a motion to approve that amendment. James Crowl seconded that motion and the motion carried with three (3) ayes.

Donald Stuckey, County Attorney, stated that he has not yet heard back from Kone on the amendments that he requested; however, he gave the Commissioners the original Kone Contract with strikeouts. Donald Stuckey had Ronald Smith initial and sign the Contract with the strikeouts and he requested Erin Schiffli send it to Kone for their approval and initials.

Donna Gary, Program Assistant with Proteus, Inc., sent a request to the Commissioners to pass a Resolution or Proclamation regarding Farmworkers Awareness Week. Upon review of the documents submitted and on advice from Donald Stuckey, County Attorney, the Commissioners took no action on the request.

Clint Knauer, Plan Commission, came to the Commissioners regarding a vacation of a public way in Pleasant Shores Second Addition. Mr. Knauer said that on January 4, 2017, the Plan Commission heard a Petition to Vacate an empty lot on Lake Pleasant. He said that after much deliberation, the Plan Commission could not reach a quorum and passes no recommendation to the Commissioners.

Clint Knauer said Lot #30 on Lake Pleasant has a 12' easement on the south side of the lot which was petitioned to be vacated in order to increase the size of the lot. Mr. Knauer said that it was then discovered that there was a 12" tile on the back lot that runs through the lot in question.

Andy Norton, Petitioner, 301 Airport North, Fort Wayne, Indiana, said that he did not realize that there was a drainage tile in the lot. Mr. Norton said that they found out that there was not a setback from the easement and

that cleared up some questions as well. He said that after they found out that there was a drain tile in the easement, they understand if they cannot have the lot vacated.

James Crowl said that it is a county road with county ditches and some of them need dipped. Commissioner Crowl said when that happens, this particular tile is going to run a lot of water so it would be a great blunder to close it. James Crowl said that the Highway Department Superintendent and County Engineer have both stated that they would like to keep the easement open and not have it vacated.

Bill Schmidt said that the backlot that this drains is not a lot, it is a wetlands and it also drains some fairly significant areas such as a condo garage unit that is being installed, etc.

Ray Sika stated that it is also draining the road itself.

James Crowl said that he felt that this petition should be denied. Mr. Norton said that he would withdraw the petition as he was not aware of the pipe or rules.

Walter David stated that he platted the addition for the original developer in 1985 and he lives next door to the easement. Mr. David said that the road was built in 1990 after it was platted, the homeowners paid for it and the County accepted it for perpetual maintenance thereafter. He said that the drainage is not a tile, it is a 12" corrugated pipe that drains the side ditches of the road into the lake.

Walter David said that the surveyor hired by the Petitioner perjured himself by saying it was unimproved and that nothing was in the easement. Donald Stuckey said that the surveyor didn't perjure himself unless he knew about it. Mr. David said that the surveyor put a statement on the survey. Mr. Stuckey said that you only commit perjury when you knowingly misrepresent something. Mr. Stuckey said that Mr. David may have an opinion as a Surveyor; however, he shouldn't say things about people that are not here and accuse them of committing a crime. Mr. Stuckey said doing so is called slander and he doesn't want the Commissioners involved in that.

James Crowl made a motion to deny the Petition to Vacate. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Janel Meyer, Steuben County Soil and Water, invited the Commissioners to the 67th Annual Meeting on March 15, 2017, at 6:00 p.m. and a free event that they are holding on March 8, 2017. Ms. Meyer also updated the Commissioners on Steuben County Soil and Water 2016 accomplishments. Ms. Meyer stated that they are waiting to hear if a \$60,000.00 LARE Grant was received.

Mike Sevits, Annex Maintenance, asked for guidance from the Commissioners on what to do with an old donated range and refrigerator. Mr. Sevits stated that it appears that they were donated to the County some time ago. Lynne Liechty made a motion to donate the range and the refrigerator instead of selling it. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mr. Sevits reported that the floors in the Prosecutor's Office are being started next week and that the steel at EMS North has been installed to cover the insulation.

Mike Sevits submitted quotes from Armstrong's Heating and Air Conditioning and Master's Heating and Cooling for the air conditioning at EMS. James Crowl made a motion to accept the quote from Armstrong's in the amount of \$3,600.00, to be paid from Cum. Cap. 1138-000-4000.15. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Marsha Craney-Blevins and Scott Hornsby, GAI Consultants, came to the Commissioners to introduce themselves and explain what they do.

Frank Charlton, County Park Superintendent and Kylee Harris, County Park Assistant Superintendent, informed the Commissioners that the warming tables in the Lion's Building are in need of new coils and they have found them for sale on eBay. Erin Schiffler, Commissioners' Secretary, voiced concerns regarding buying the items on eBay, taxes being charged and currently not having a business eBay account. Kim Koomler stated that she does

not feel comfortable using eBay as there have been issues in the past. Lynne Liechty made a motion to allow them to purchase the coils from eBay with the Commissioners' Credit Card. James Crowl seconded the motion and the motion carried with three (3) ayes.

Mr. Charlton and Ms. Harris also submitted quotes for the light in the Event Center parking lot. Lynne Liechty made a motion to accept the quote from Ross Electrical Contracting, in the amount of \$3,750.00. James Crowl seconded that motion and the motion carried with three (3) ayes.

Tara Lee, Steuben County Soil and Water, stated that they are interested in planting 2.5 acres of pollinator habitats around the Event Center, towards I-69. Ms. Lee said that it costs approximately \$800.00 per acre and only 5 acres are permitted in a county. James Crowl made a motion to move forward with planting the 2.5 acres of pollinator habitats at the Event Center. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Frank Charlton said that the County is responsible for repairing the boat ramp. Ronald Smith said that he has talked to Mr. Smythe with the DNR and Mr. Smythe is to be in contact with Erin Schiffli to set up a meeting to look at the possibilities. Commissioner Smith said that the State has a possible lease option with no money changing hands and allows them to use grant funds. He further said that it needs to be figured out if there is a designated used for the 76 Park or is there any denied use for it. The DNR said that it is not their ramp, if repairs are made on the present ramp the County has to do it and they won't be permanent or proper. Ronald Smith said that the current ramp has a wash problem and it will never be corrected in the configuration it is in right now, so that will have to be changed. Commissioner Smith said that the DNR has proposed a new ramp directly into Crooked Lake as opposed to into the channel. Frank Charlton said that he knows that if the County does the repairs to the current ramp, the DNR will require the channel to be dredged. Erin Schiffli stated that the DNR is not willing to come for a site visit until the Commission Board decides whether or not they are interested in a possible lease. Lynne Liechty said that she is interested in the lease. Donald Stuckey stated that he reviewed the sample lease from the DNR for the Boat Ramp. He said that there is nothing inappropriate and it is a standard 20 year lease that would enable the DNR to use grant funds to improve and/or relocate the Boat Ramp. James Crowl made a motion to contact the DNR and inform them that the County would consider the lease. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Harris informed the Commissioners that she has been searching for portable dry erase boards and she said that a 4x3 is the most comparable to what is in the Commissioners' Room and that board is approximately \$213.00.

Lynne Liechty stated that the quote from Diskey Sign included a clause where they required 50% of the payment up front. Commissioner Liechty said that she informed them that County Government is not allowed to pay for goods and/or services in advance so Diskey Sign agreed to waive the 50% down; however, they expected a check upon delivery of the sign. Lynne Liechty said that the final sign design also has to be chosen.

Kylee Harris stated that they are trying to move forward with printing the final contract and the fees need to be set so they can notify the campers. Lynne Liechty said that she thinks the rates have to be raised. Frank Charlton said that he cautions raising it too much, too fast. Mr. Charlton said he has reviewed what other campgrounds in the area provide and they have paved roads and more amenities than the Steuben County Park. Ronald Smith suggested a 10% increase in the seasonal rate. Lynne Liechty suggested keeping the campsite price and the boat slip price separate. James Crowl made a motion to increase the seasonal camper rate to \$2,300.00 and that includes the first boat slip. If the campers desire a second boat slip it will cost an additional \$600.00. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Gary Fair, Building Manager, submitted information on the Auditorium curtains. Mr. Fair said that they are literally falling apart and need to be replaced or taken down. Lynne Liechty made a motion to accept the low quote from Beck Studios, Inc., in the amount of \$3,965.00, to be paid from Cum. Cap. 1138-000-4000.15. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mr. Fair also submitted quotes for replacement of the bypass filter feeders in the Courthouse and Community Center HVAC. James Crowl made a motion to accept the low quote from Delta T Mechanical, in the

amount of \$4,100.00, to be paid from Cum. Cap. 1138-000-4000.15. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Gary Fair submitted carpet samples from three (3) different suppliers and he needs someone to pick the carpets so he can get quotes for the 2x2 carpet squares. Mr. Fair suggested that a tight looped carpet be chosen instead of something that is loosely looped. Mr. Fair said that it was suggested that the elected officials choose the color and the final approval would be made by the Commissioners. Gary Fair said that he can do whatever the Commissioners want, but he needs direction. Ronald Smith said that the four (4) elected officials can work together to agree on one single color then come to the Commissioners for final approval at the next Commissioners' Meeting.

Jennifer Sharkey, County Engineer, submitted Frontier Utility Permit #2773 for approval. Lynne Liechty made a motion to approve the Frontier Utility Permit. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that on January 9, 2017, INDOT indicated that they are still verifying the right of way markers. She said she is not sure what the holdup is, but she will keep in contact with them.

Jennifer Sharkey said that right of way stakes have been placed for the 200 N/SR 827 project. Ms. Sharkey said that property owners were contacted via letter so they were aware that would be happening. She submitted two (2) reimbursement vouchers for design services for approval. James Crowl made a motion to approve the reimbursement vouchers. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey said that she has a conference call with Clark Dietz regarding the Bridge Inspection Contract. She said that they are on their third round of revisions to the Contract to try to get a fee that is satisfactory.

Jennifer Sharkey stated that proposals were due on Friday for the 200 N Phase II project. She said that she would collect those and get the scoring sheets together for the Commissioners to select a consultant for that project.

Ms. Sharkey said that she will be contacting the Commissioners, DNR and the Consultant for a meeting so loose ends can be finalized. She said that they are in the right of way phase of that project and the geotechnical work should be happening in the next couple weeks.

Ms. Sharkey said that she met with Bill Schmidt to discuss the Bridge Lighting Project. She said that she requested a drawing and proposal from that group so it is documented.

Jennifer Sharkey said that she was contacted by Mr. Gooden again regarding the CR 400 W Bridge at Crooked Lake. Ms. Sharkey said that Mr. Gooden would like to have a larger bridge structure; however, maintenance has been done on that bridge and the bridge is safe. She said that at this point it is just the navigable waterway that is the concern of the residents. Ms. Sharkey said that she spoke to the DNR and the Conservation Officer and they did not have any accidents recorded the last time she spoke with them.

Emmett Heller reported that four (4) of the Old 27 lights now work. He said that they are going to work on a piece of wire next week.

Mr. Heller said that they've been working on a drainage issue on 275 N, just west of 110 W for a couple weeks.

Mr. Heller reported that they have purchased 1,350 tons of salt to date and that some overtime was paid out the last couple weeks due to poor road conditions.

He said that truck #46 went on the road January 24 and he anticipates truck #47 will be on the road before Purdue Road School.

James Crowl asked that when the Highway Department is cleaning ditches this spring, if they would take the road dirt back to the County Park and dump it on the side of the park close to the compost piles since it is typically good dirt for growing grass. Emmett Heller said that they could do that.

The Commissioners scheduled a County Park Improvement Meeting for Thursday, February 23, 2017, at 8:30 a.m. in the Commissioners' Room.

The Commissioners received the following correspondence: Steuben County Soil & Water re: Preliminary Agenda; NEIndiana re: Regional Cities Day at the Statehouse; Matt Meersman re: 2017 SJRBC Schedule Change; Purdue Extension re: On Local Government; OCRA re: Dates to know; Matt Meersman re: Annual Meeting; NEIndiana re: ROC Advance Materials; Kathy Armstrong JDAI re: Minutes from Purpose of Detention Meeting; Kathy Armstrong, JDAI re: Purpose of Detention Agenda; Indiana Department of Agriculture re: News; State of Indiana re: Indiana Bicentennial Torch Relay Documentary; Steuben County Community Foundation re: January Newsletter; State of Indiana re: Lt. Governor Crouch Rounds out Executive Team; Rodney Renkenberger re: Clarification on H.B. 1510; The Public Group re: Surplus Operations/Auction; Rodney Renkenberger re: Legislative Update; Rodney Renkenberger re: Proposed Legislation will increase flood damages; Matt Meersman re: Agenda; Indiana Department of Agriculture re: Meeting Notice; NEIndiana re: News Release

STEUBEN 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
els