

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
April 18, 2016

The Steuben County Commissioners met at 8:30 a.m. on Monday, April 18, 2016, 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, Ken Shelton, Steuben County Councilman, Jim Getz, Steuben County Councilman and Kim Koomler, Steuben County Auditor.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling \$284,573.18. James Crowl seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the Commissioners' Meeting minutes from the meeting held April 4, 2016. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the March 21, 2016, Commissioners' Meeting, which were approved at the previous meeting.

Vicky Meek, EMS, submitted Write Offs from March, 2016, in the amount of \$189,592.99, for approval. James Crowl made a motion to approve the Write Offs from March, 2016. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Meek also submitted Closeouts from March, 2016, in the amount of \$1,079.40, for approval. Lynne Liechty made a motion to approve the Closeouts from March, 2016. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners held interviews for the GIS Coordinator position at a prior date. The Commissioners chose applicant No. 1 and directed Erin Wray, Commissioners Secretary, to notify that applicant that the Commissioners would like to formally offer the position.

Ronald Smith made a motion to have the Board of Commissioners name Walker McCrea an Honorary Baron of Steuben County. Commissioner Smith said that they have certificates and he wants a time set where Walker McCrea can meet with the Commissioners. Ronald Smith said that Mr. McCrea is a Prairie Heights 3rd grader and he spoke to the AIC through Star Financial Bank. Mr. McCrea was the winner of an essay contest and he wrote an essay on Baron Von Steuben. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

James Crowl discussed the Community Corrections sewage/water separation project. Commissioner Crowl stated that WKM is the company that did the drawings for Community Corrections, they know where things are located and he feels that WKM would be the best company to be doing the plans because they are already familiar with the building. He also said that it would cost less money than to have someone else come in and start completely over. James Crowl made a motion that since WKM is uniquely qualified, based on past work done at Community Correction, they shall be hired to do the plans for the sewage/water separation project. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty submitted a letter that is to be sent to the Community Foundation to give to people that wish to donate funds to the Arena/Exhibit Hall. James Crowl made a motion to accept the letter as submitted and to send it to the Community Foundation. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ken Shelton, County Councilman, emailed the Commissioners regarding having another Courthouse Study Committee Meeting scheduled. The Commissioners scheduled the next Courthouse Study Committee Meeting for Friday, May 13, 2016, at 8:00 a.m. in the Commissioners' Room.

Donald Stuckey, County Attorney, opened bids for the demolition of 10411 W. 350 S., Hudson, Indiana 46747. Bids were received from Richard Newsome - \$10,500.00, Diggin' & Dozin' - \$9,950.00 and LA Excavating - \$6,950.00. The bids were submitted to Frank Charlton, Building Department, for review and recommendation.

Gary Fair, Community Center Building Maintenance, came to the Commissioners regarding the retention pond to be installed at the Courthouse. Mr. Fair said that the retention pond will have to be relocated due to utility conflicts. Gary Fair said that he needed approval from the Commissioners for the \$5,000.00 from Cum. Cap. for this project. It was determined that the Commissioners had already approved the \$5,000.00 and the funds have been earmarked in Cum. Cap. for this project. Ronald Smith said that the City of Angola will continue being the liaison with Janel Myers, Steuben County Soil & Water, on the 319 Grants and the City will also manage Julian Earthwork during this construction.

Mr. Fair also reviewed the letter from Kim Shoup, Attorney for MSD. Mr. Fair said that he asks that the MSD notify him at least 24 hour prior to the event. James Crowl asked if an event is held on a weekend and it snows, who is responsible for the snow removal. Gary Fair said that the County would be responsible. Donald Stuckey stated that there is no requirement, in the Agreement, that the County plow the snow, but it is up to the Commissioners. Donald Stuckey reported that he has already prepared and sent Kim Shoup the draft agreement; however, he has not yet heard anything from Mr. Shoup.

Gary Fair said that he received numbers from C&M Construction on the Martha and Wall Street Parking Lot. Mr. Fair said that he is still working on this and is hoping to get the final request to the Commissioners in mid-May for approval.

Mr. Fair stated that for sealcoating and striping all of the County Parking Lots in 2016, it will cost approximately \$10,700.00 to get that completed.

Janel Myers, Soil & Water, said that they are on a timeline for the grant and they will be meeting with some individual landowners. Ms. Myers said the sooner she has the numbers the better so they can work with the landowners.

Todd Barile, Crooked Lake resident, came to the Commissioners regarding the possible installation of a temporary speed bump on Sycamore Beach Road. Mr. Barile said that the lake community is very outdoorsy and there aren't walkways on the lake roads which are typically narrower than the normal road. He said that Sycamore Beach Road is very hilly and it is dangerous right now with people walking and the cars coming around. The speed limit on the east end is 25 MPH and the speed limit on the west end is 20 MPH and people do not even come close to traveling those speeds. Mr. Barile said that he has contacted the Sheriff's Department almost every week and they clock drivers between 32 and 34 MPH but they won't pull them over until they hit 35 MPH. Todd Barile said that the neighbor's dog just recently got hit and many people have backlots where garages are located and they are constantly going back and forth.

Mr. Barile said that he would like to request that temporary speed bumps be installed so they can be used during Memorial Day and/or Labor Day to keep the speed limit down during the busy times and be removed for the winter months for snow plows. James Crowl said that if this is done, a can of worms would be opened up throughout the County and lake system. Everyone will want temporary speed bumps and he thinks it is a bad policy to get into. Commissioner Crowl said that the County would control them, which would cause a burden on the Highway Department by installing them, taking them out and doing maintenance on them. For the County's liability and for the workforce we have, Commissioner Crowl thinks it is a bad idea. Ronald Smith stated that he concurs with Commissioner Crowl's assessment.

Ronald Smith said that there are several areas in the county where people would like to have speed bumps and it is not something that he would like to see happen.

Mr. Barile asked if it was illegal for homeowners to install their own speed bumps. The Commissioners said that it is illegal to install them on a public road. Ronald Smith stated that Mr. Barile could contact the Sheriff's Department regarding the use of one of the electronic speed signs in that area.

Kim Koomler, Auditor and Laurie Stoy, Treasurer, submitted an updated contract with SRI for Tax Sale Services for approval. James Crowl made a motion to approve the 2016 SRI Contract. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Dane Goshorn, County Park Superintendent, came to the Commissioners regarding the boat mooring slips at the County Park. Mr. Goshorn said that several non-campers have been inquiring about renting boat mooring spaces and the information on the website is incorrect and needs updated. Erin Wray, Commissioners' Secretary said that she has been told on Hamilton Lake they range from \$600.00 to \$1,600.00 and Lake George is approximately \$1,200.00. Currently the County Website says that a seasonal rate is \$350.00 for residents and \$450.00 for non-residents.

Mr. Goshorn stated that he needs clarification if boat mooring slips will be rented to non-campers and what the rate will be. Lynne Liechty asked how many slips were available. Dane Goshorn said that he wasn't exactly sure, but he thought maybe around 150. Mr. Goshorn said he will have to try to figure out the exact amount as he is still trying to figure out what campers have boat slips. He said that the numbering system changed a couple years back and most people just know where they are located and not their lot number.

Lynne Liechty stated that the amount of usable slips need to be found out and the website needs to be updated. Commissioner Liechty said that she thinks the pricing also needs to be updated. James Crowl said that the information needs to come off the website immediately until it is figured out and it should be reestablished in the next two (2) weeks.

Jim Getz, County Council, asked that if someone camps, does that also entitles them to moor a boat there. Dane Goshorn said that it is all included in the fee of \$2,100.00. Kim Koomler, Auditor, said that there are additional slips that are available to the public.

Bill Schmidt stated that the appropriate rate on Crooked Lake for a mooring slip needs to be reviewed and it should be reflected in the cost of the camping sites.

The Commissioners requested that Dane Goshorn check with local marinas and mooring sites to see what their rates are and to communicate his findings with Erin Wray, Commissioners' Secretary, and it shall be addressed at the next regularly scheduled Commissioners' Meeting.

Frank Charlton, Building Department, came back to the Commissioners with his recommendation for the demolition of 10411 W. 350 S., Hudson, Indiana. Mr. Charlton recommended accepting the low bid from LA Excavating in the amount of \$6,950.00. James Crowl made the motion to accept that recommendation. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey, County Engineer, submitted a Condition Rating Map, a list of proposed work for the next two (2) years and another map to show the proposed work to the Commissioners.

Ms. Sharkey reported that the signal tether at 200 N/200 W was repaired and mounting brackets have been updated. She said that the guardrail is still damaged but they are working on getting it repaired. Ms. Sharkey said that she believes a large piece of farm equipment turned the corner and took out five (5) of the posts on the corner.

Jennifer Sharkey stated that May 15 is the earliest the contractor can do seeding upgrades and regrading on the Bike Trail.

Ms. Sharkey reported that API started their right of way staking last week on the Maple Street Project. Emmett Heller said that they are still rough grading and they should be starting to cut ditches soon. Mr. Heller said that when API is ready to pave, the County should be ready as well. Jennifer Sharkey said that there is a preconstruction meeting, regarding the State's work on SR 120, scheduled for this afternoon.

Ms. Sharkey said that the design for CR 200 N/SR 827 is progressing and the necessary steps are being taken to move the project forward.

Jennifer Sharkey submitted the final reimbursement voucher for the Bridge Inspection. Lynne Liechty made a motion to approve the reimbursement voucher. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey said that the Federal Aid Call for Projects is due in May. She said that she is applying for funds for 200 N from the intersection, east to the I-69 bridge overpass. Ms. Sharkey said it is approximately 8/10 of a mile in length. She submitted the County Request for Grant Application so the grant can be applied for. She also submitted the Financial Commitment Letter that the State requires to accompany the grant to make sure the funds are in place or identified. Lynne Liechty made a motion to approve the Request for Grant Application. James Crowl seconded that motion and the motion carried with three (3) ayes. James Crowl made a motion to approve the Financial Commitment Letter. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey said that the estimate for this project would be approximately \$3.6 Million, 80% would be federally funded (\$2.87 Million) and 20% would be local funds (\$717,000.00). Jennifer Sharkey said that the project would widen the roadway to match the existing cross section that was just done. It would also pave the shoulder and improve the drainage. She said that she does not have any idea of the depth that would be needed to be acquired from property owners.

Jennifer Sharkey submitted a contract with Butler, Fairman and Seufert on Phase II of the Bike Trail for approval and signatures. Ms. Sharkey said that it provides a contract with the County and BF&S to provide design and right of way engineering services on Phase II of the Bike Trail. James Crowl made a motion to approve and sign the Contract with BF&S on Phase II of the Bike Trail. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey reported that there has been coordination with the City of Angola to be a partner in this project as well. She said that this evening she and Commissioner Smith are going to speak at the Angola City Council meeting to present them with the documents that summarize the project and offer a partnership opportunity between the County and the City.

Jennifer Sharkey stated that the first 200 W Beautification Committee Meeting was held on April 14. She said that Commissioner Liechty was there and she feels that it was a productive meeting. Ms. Sharkey said that there were about five (5) people there that represented different areas such as landscaping, community, engineering, EDC and Commissioners. Ms. Sharkey said that action items were assigned to try to figure out the next step forward.

Emmett Heller, Highway Superintendent, reported that Maple Street is moving along. Mr. Heller said that they installed three (3) 12" culverts and today they are putting in a 48" culvert on 700E, tomorrow a 72" culvert will be delivered and next week an 18" culvert will also be replaced on 725W.

Mr. Heller also reported on ongoing projects at the Highway Department.

Emmett Heller said that E&B Paving is closing their plant on 300 N and they have stockpiles of material that they need to get rid of.

Mr. Heller stated that they are still working on finishing up the 2016-2017 road schedule.

Mr. Heller asked the Commissioners for their permission, when it is daylight at 6:30 a.m., to go to ten (10) hour days. The Commissioners said that Mr. Heller may make that decision when needed.

Emmett Heller reported that on 201 and 201A Lake George, there is a row of lilac bushes that is right off the right of way and it is a traffic hazard. Donald Stuckey requested the property owner's information and he said he will send a letter.

Ronald Smith asked if anyone has had a chance to talk to the Community Foundation regarding iMAN. Commissioner Smith said that initially it was said that the County would look to the Foundation to get the iMAN fiber connection up the 200 W corridor and the Commissioners don't feel that it is appropriate that they are assessed such a large amount of money for that when iMAN looks to profit from it. Ronald Smith said that a meeting needs to be scheduled so they have an understanding of what needs to be done. It was requested that Bill Geiger, iMAN and Jennifer Danic, Community Foundation, come to the next Commissioners' Meeting.

Ronald Smith said that when the Animal Shelter moves, that gives the County two (2) empty buildings on 200 W. Commissioner Smith said that a determination needs to be made on what is going to happen to those buildings and the properties. James Crowl said that a few years ago he took it upon himself and got bids to demolish the Old County Home. Once that became public knowledge, articles were written and historical people had said that they would get the building filled and it is still empty. Ronald Smith stated that when budget time comes around, research needs to be done to figure out how much it will cost to demolish those buildings and determine if the County wants to sell the property. Lynne Liechty stated that she thinks the County needs to be very careful in the zoning in that area so the County doesn't end up with strip malls in that area. She believes something that can support the area and the park needs to be built.

Lynne Liechty said that Gary LeTourneau had sent the information from Barnes & Thornburg to the engineering firm, BF&S; however, upon review, the entire design criteria has been omitted. Since that information is missing, Toby Steffen from BF&S is not able to review the construction phase of this project. The Commissioners wanted to put a cap on the contract with BF&S on this project and Mr. Steffen said that they could put a not to exceed amount on the contract. Commissioner Liechty said that if the County goes back to Barnes & Thornburg, they need to insert the omitted information or BF&S can't do the job and she thinks that Barnes & Thornburg should correct the problem at no cost.

Donald Stuckey asked exactly what was omitted from the RFP/RFQ. Lynne Liechty said that the explanation of what needs to be done at each of the seven (7) sites is not included. Commissioner Liechty said that she would like to have Mr. Stuckey contact Mr. Grable with Barnes & Thornburg about the design review criteria. Mr. Stuckey said that he would contact Kirk Grable, try to figure it out and have an update at the next meeting.

Lynne Liechty said that she would like to cap the Contract with BF&S at 4,500.00 James Crowl suggested that the funds come from the Communications budget if the funds are there.

Ken Shelton, County Council, asked if there was any way to object to the check being sent to Mr. Grable since the main portion of the RFP/RFQ was omitted. It was determined that the check was already approved in the claims cycle and payment can't be withheld.

Donald Stuckey said that he met with Kim Koomler and Kelli Johnson regarding the Wildwood Property and they reviewed the statute together. Mr. Stuckey said that Ms. Johnson was correct and that instead of a Warranty Deed, a Tax Deed has to be prepared. Donald Stuckey said that he will bring that to the next meeting.

Erin Wray, Commissioners' Secretary, informed the Commission Board that they received two (2) applications for the Courthouse Maintenance Supervisor position that is available; however, one of the applications was received past the noon deadline. Ronald Smith said that turning in the application late would disqualify the applicant. James Crowl recommended opening up the job posting again to see if more applications are received. Lynne Liechty suggested having the remaining applicant come in for an interview and ask him why he's wanting to change buildings. The Commissioners asked that an interview be scheduled for Thursday, May 28, at 10:00 a.m.

Gary Fair, Community Center Maintenance, came back to the Commissioners regarding the HVAC in the Auditor's Office. Mr. Fair said that he has received complaints that it is too noisy and he's having an issue with the control. Mr. Fair said that he has a quote to repair the Whisper motor not to exceed \$1,165.00. Gary Fair suggested that the repair date be on May 3, 2016, which is Primary Election Day and the Community Center will be closed, that way the desks can be moved and the ceiling removed. Mr. Fair asked for approval on the expenditure. Ronald Smith made a motion to approve the quote to change out the HVAC motor, not to exceed \$1,165.00, to be paid from Cum. Cap. 1138-000-4000.15 and to do that repair on Primary Election Day. Commissioner Smith further stated that the parties whom desks are to be moved, shall be notified and have their desks in order and ready to move. James Crowl seconded that motion and the motion carried with three (3) ayes. Mr. Fair stated that it is very important that personal items be moved because he will have to move the desks completely out of the way.

James Crowl stated that the next 4-H Board Meeting will be meeting at the new County Park Event Center the second Monday in May at 7:00 p.m. and he wishes to have the Commissioners attend that meeting as well. Erin Wray, Commissioners' Secretary, will do a public notice.

Ronald Smith reported that the Public Defender Board met with Hugh Taylor. Mr. Taylor has acted as the Chair of that Board and it was decided that Robert Hardy will succeed him when Mr. Taylor leaves due to his health. Mr. Hardy is going to come to the Commissioners and to Council for official approval on this matter.

Lynne Liechty said that she has some questions from the 200 W. Beautification Committee meeting. Commissioner Liechty said that the old sign, in front of the Humane Shelter, that has about ten (10) different items listed on it would be a good location for a welcome sign. She said that the Tourism Bureau has agreed to install a "Welcome to Steuben County" sign to start opening up that corridor. Commissioner Liechty said that approval is not needed at this time, it was just an idea she would like the Commission Board to think about. She further stated that Lawnscape plans on donating plants and decorating; however, maintenance will be needed, so that will need to be discussed in the future as well. Ronald Smith said that he is questioning whether a sign should be erected in that location when there are four (4) or five (5) entrances into the County where there is no signage.

The Commissioners received the following correspondence: Municipal Media Solutions re: Consideration of ad revenue program for Steuben County; IEDC re: Marketplace News Update; NIPSCO re: April ED Impact; State of Indiana re: Greg Wilson appointed as Intergovernmental Relations Director; IN.gov re: April 11 email from Commissioner Schaafsma; Indiana State Department of Agriculture re: Clean Water Indiana funds distributed to 92 counties; State of Indiana re: Lt Governor Holcomb to Welcome Assistant Secretary of the navy to Indiana Statehouse; State of Indiana re: Lt. Governor Holcomb Announces Downtown Enhancement Grant Recipients; State of Indiana re: Lt. Governor Holcomb announces 2016 Stellar Communities Designation Program Finalists.

STEUBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, President, South District

James A. Crowl, Vice President, Middle District

Lynne Liechty, North District

Attest: _____
Kim Koomler, Steuben County Auditor

elw