

STEUBEN COUNTY BOARD OF COMMISSIONERS MEETING  
April 4, 2016

The Steuben County Commissioners met at 1:00 p.m. on Monday, April 4, 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 and Kim Koomler, Steuben County Auditor. Commissioner Lynne Liechty was not present at the beginning of the meeting, but was present later in the meeting.

James Crowl made a motion to approve the claims submitted for payment this day totaling \$205,124.20. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

James Crowl made a motion to approve the Commissioners' Meeting minutes from the meeting held March 21, 2016. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

The Commissioners signed the minutes from the March 7, 2016, Commissioners' Meeting, which were approved at the previous meeting.

Donna Thrasher, Angola High School, submitted a request to use the Community Center Parking Lot for the Angola High School Prom on Saturday, April 30, 2016, from 5:30 p.m. until Midnight. James Crowl made a motion to approve the request. Ronald Smith seconded the motion and the motion carried with two (2) ayes.

Region IIIA submitted the 2016 Board of Directors Appointee Certification to the Commissioners. Ronald Smith said that he would stay on that Board. Commissioner Smith signed the Certification.

Kim Koomler, Auditor, requested that a meeting be scheduled with Donald Stuckey regarding the Warranty Deed to Mr. Kevin Bockelman so procedure could be discussed.

The Commissioners requested that a County Park Improvement Committee Meeting be scheduled for Thursday, April 7, 2016, at 8:00 a.m. in the Commissioners' Room.

James Crowl stated that in the north parking lot between the old jail and the new jail, the water is coming across and it needs to be taken care of. Commissioner Crowl said that the separation of the sanitary and storm sewer needs to be taken care of in the Old Jail. He said that he has talked to Gary Manahan, Manahan Construction, and the plans have to be drawn up by a certified Engineer and be submitted to the City of Angola. Commissioner Crowl said that Mr. Manahan has done all of the work at the Old Jail but he is not an Engineer so he cannot draw up the plans. Commissioner Crowl wanted to know if it was okay to hire Gary Manahan to find an Engineer, hopefully the same one that drew up the original plans.

Bill Schmidt questioned whether or not a contractor could hire an Engineer. Mr. Schmidt said that Mr. Manahan could recommend an Engineer, but not hire one. Ronald Smith stated that the Commission Board would be the ones hiring the Engineer.

James Crowl stated that the estimated project cost is not known at this time. He stated that he will get the names of the engineering firms and work with Erin Wray, Commissioners' Secretary on sending out letters to solicit proposals.

Ronald Smith asked Janel Meyer, Soil and Water, if they were looking for a project to apply grant funds to and asked if this project would qualify. Ms. Meyer said that they have the Southeast Quad Project and the Martha and Wall Street Project that they are working on.

Donald Stuckey stated that the Commissioners will have to go through the RFP process since the project is going to be expensive. Ronald Smith said that there will need to be a conference scheduled with the City of Angola, MS4 and possibly the Pigeon Creek group since it is all combined.

Frank Charlton, Building Department, informed the Commissioners that they were moving forward on an unsafe building located at 10411 W. 350 S. Mr. Charlton submitted photos to show the Commissioners the condition of the home. Mr. Charlton stated that this property has been sitting this way since 2012-2013 and it is getting worse.

Frank Charlton reported that this property would probably be the last one that they move forward on for a while because the funds in the safe building fund are running out.

Mario Vian, Indiana Trails Community, came to the Commissioners about a possible long distance, interstate bicycle route. Mr. Vian said that they have created trails throughout the state and one of the most recent accomplishments they are working toward is to create a long distance bicycle route from LaPorte, Indiana all the way down to Louisville, Kentucky.

Mr. Vian stated that they are trying to connect towns in Indiana and to make a route between Illinois and Ohio in the northern part of the State. He said that they have adopted a project called the Hoosier Hike and Bike Centennial. He said that they would like to have an endorsement from the Commissioners of a route that would go through the County and be part of the route that is connected to Illinois. Mr. Vian said that this would encourage more active transportation and bicycle tourism.

Richard Vonnegut, Director of Indiana Trails Community, stated that there are two (2) proposed routes through Steuben County. One is an east/west route that would come in from LaGrange County on CR 100, hit 800 and go north, connect to US 20 and go all the way eastward to Metz Road and get off Metz Road to Ohio. The other is a north/south that would come in from Michigan near where the toll road interchange is on Old 27, come south to 120, east on 120 to CR 50 S to where the intersection of 727/127 is and pick up the current bike trail and take it into Angola then it would continue south on Old 27 towards DeKalb County. Mr. Vonnegut stated that he is asking permission to have these roads designated for the bicycle route. He said that there is an endorsement form for the route and it contains policies, no requests for funds. Mr. Vonnegut stated that any signage would be optional but the route would be listed by electronic means that are used by bicyclists.

Lynne Liechty stated that when she is looking at the plan, she is having a hard time understanding if Indiana Trails is designating a route on current roads and pathways or if this is something in support of the current bike trail. Mr. Vonnegut stated that this plan is using what exists today, but encourages the building of trails. Commissioner Liechty stated that some of the roads listed in the proposed route are highly trafficked. James Crowl said that Metz Road is a very winding, up and down road and feels that bikers are very unsafe on that road. Mr. Vonnegut stated that if the Commissioners think the bikers are unsafe, he said that he could ask the State to use all of US 20 instead of just a portion of it. Lynne Liechty and James Crowl stated that using US 20 was even worse. Mr. Vonnegut stated that US 20 has a berm that is wide enough for bike travel. Lynne Liechty stated that she's concerned about the safety of the bicyclists which is why the County has started their own bike trail so the bikes stay off the roads. Commissioner Liechty said that she does not want bicyclists on US 20 and 120 is not much better.

Ronald Smith asked Mr. Vonnegut if he has contacted the Regional Bike and Recreational Trail Group because there is a Master Plan in place. He said that the trails have been designated as to where they are to be placed and to be developed. Commissioner Smith recommended that Mr. Vonnegut contact the Regional Bike and Recreational Trail Group.

Vicky Meek, EMS, came to the Commissioners about concerns she had about not having a short term equipment bond to purchase ambulances from. Ms. Meek said that she is trying to plan ahead as it takes 300 days to build an ambulance and she needs to know that she will have funds and where those funds will be located. Kim Koomler, Auditor, stated that the Commissioners will have to look at their other funds to see what is available. Ms. Koomler stated that she believes that the funds will be available in Cum. Cap. or one of the special funds instead of County General. Kim Koomler said that the Commissioners will need to decide where to put the funds during the budget process. Vicky Meek was told to go ahead and do the specs for the ambulance and start the bid process because the funds will be put in a line item for her during budget time.

Gary Fair, Community Center Maintenance, spoke to the Commissioners about the possible new parking lot at Martha and Wall Street. Mr. Fair submitted drawings of the proposed parking lot to the Commissioners.

Donald Stuckey stated that it is below the requirement for the bidding process. Mr. Fair stated that he has a verbal commitment from MSD for 50% of the cost. Ronald Smith said that the potential for a new Judicial Center could complicate the parking lot project and there are a lot of things in the air.

Gary Fair stated that he's been in contact with Purdue Extension and Soil and Water trying to get an idea of plants for the rain garden. Mr. Fair said that the plants are very expensive because seedlings do not work in this type of situation.

The Commissioners said that the current status of the Courthouse Project is unknown and it could happen as far as seven (7) years down the road.

James Crowl said that he would like to go ahead with the new parking lot at the corner of Martha and Wall. Gary Fair said that he does not need a decision today, but feels that it should be figured out by mid-May. Mr. Fair stated that it would cost the Commissioners approximately \$21,000.00 for the new parking lot. The Commissioners tabled the decision until the next meeting.

Donald Stuckey asked Mr. Fair if he has heard from MSD on the tower purchase. Mr. Fair said that last time he knew, they were reviewing the survey and walking the neighborhood to make sure that it was as identical as possible to the lease that they have had.

Gary LeTourneau, Communications Director, submitted a request to upgrade the ProWatch Software. Mr. LeTourneau stated that this software is used to control and monitor the door access systems at the Annex, Community Center, Courthouse, Prosecutor's Office and the new Event Center at the County Park. He said that over the past few months there have been numerous issues related to the software that has prevented some people from being able to access the building when needed. Gary LeTourneau submitted a quote, from Williams Electronics, in the amount of \$4,188.82. Lynne Liechty made a motion to accept the quote from Williams Electronics for the ProWatch Software upgrade. James Crowl seconded that motion and the motion carried with three (3) ayes.

Gary LeTourneau, Communications Director, stated that there has been several issues with the door accesses that have cause a lot of inconvenience in several offices. Mr. LeTourneau stated that the software is about five (5) years out of date and it needs to be updated. Mr. LeTourneau submitted a quote from Williams Electronics in the amount of \$4,188.82. He said that he has talked to Tami Sumney and she would work with Williams Electronics to get it installed. Mr. LeTourneau requested that the software update be paid from the Commissioners' Budget. Lynne Liechty made a motion to update the software in the amount of \$4,188.82, to be paid from CAGIT 1110-000-3000.39. James Crowl seconded that motion and the motion carried with three (3) ayes.

Gary LeTourneau also submitted the Jimmerson Lake Tower Site Lease Agreement for approval and signature. James Crowl made a motion to approve the Lease Agreement. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

John Greenamyer came to the Commissioners seeking permission to repair the wall at the Metz Christian Church. Mr. Greenamyer submitted photos of the wall in question. He said that he was informed that the wall is in the County right of way and he must have permission from the Commissioners to repair it. James Crowl made a motion to allow the repairs on the wall at the Metz Christian Church. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jeff Bassett, Business Impressions, came to the Commissioners with a copier contract change. Mr. Bassett stated that IV-D is in need of an envelope tray on their Xerox machine. He said that the additional cost would be \$215.00. Lynne Liechty made a motion to approve that request. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ronald Smith stated that the Board needs to consider getting someone to do Courthouse Maintenance as the currently position holder will be terminating his employment. James Crowl made the motion to post the available job position. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

James Crowl asked if the Board wanted to inform the 4-H Board on progress of the new building. Ronald Smith stated that he didn't feel the Commission Board had anything to share with the 4-H Board.

Lynne Liechty stated that she spoke to the Community Foundation and they said that the County needs to set up a line item so donations can be received for the arena building/exhibit hall. Donald Stuckey stated the Council has to create a line item and a fund for donations. Lynne Liechty made a motion to go to Council to have an additional line item set up for donations for the arena building/exhibit hall. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl asked if the next 4-H Board Meeting, on the second Monday in May, could be at the new building at the County Park so they can see the inside. Ronald Smith stated that an occupancy permit has not yet been obtained.

Brett Hays, Community Corrections, came to the Commissioners with a request to upgrade the NICC firewall. Mr. Hays submitted a quote from ENS in the amount of \$3,500.00 to perform the service and \$2,000.00 for the firewall software. James Crowl made a motion to approve the request. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey, County Engineer, stated that the 200 N/200 W signal tether was repaired on Friday and the guardrail is on schedule to be repaired by the installer, but no date has been set for that repair.

Ms. Sharkey said that an updated Bike Trail Delay and Escalation Cost Plan was received from the contractor and that is being reviewed. She submitted a reimbursement voucher for 80% reimbursement for approval. Lynne Liechty made a motion to approve that reimbursement voucher. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey reported that a pre-construction meeting was held on the Maple Street Project on March 31. Emmett Heller stated that the top soil has been stripped back, the road cut and the ditches have been started. Mr. Heller said that the pipe and the structures are all in and they are waiting on the weather to improve.

Jennifer Sharkey stated that with the selection of API Construction on the Maple Street Project, she has the agreement for approval and signature. Donald Stuckey said that he has no issues with the agreement. James Crowl made a motion to approve the agreement with API Construction. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey also submitted a notice to proceed that will be given to the API for approval and signature. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey said that there was a preliminary field check meeting on the 200 N/SR 827 Project on March 30. Ms. Sharkey stated that the majority of the meeting was to identify utility conflicts. She said that they are also looking at the railroad crossing and she has been informed it will be mandatory to have flashers and gates that come down. Ms. Sharkey said that she is working with the consultant to see what the possible cost will be. Currently, there is \$490,000.00 budgeted for railroad upgrades. Ms. Sharkey submitted a reimbursement voucher for design for approval and signature. James Crowl made a motion to approve the reimbursement voucher. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that the hard copies of the Bridge Inspection Report have been received. She said that the inspection included bridges over 20 feet and small structures and large culverts. Ms. Sharkey submitted a reimbursement voucher for approval and signature. Lynne Liechty made a motion to approve that reimbursement voucher. James Crowl seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey reported to the Commissioners on the lights on Old 27 by the Outlet Mall. Ms. Sharkey stated that per INDOT, they will be replacing service adjacent to the existing one and run new conduit to one of the poles. The work should take place in late April or early May and INDOT will coordinate this with NIPSCO to hook up a new service. Ms. Sharkey said that Emmett Heller is coordinating other activities out there as well. Emmett Heller said that REMC has been contacted to get a new pole to replace the one that had been knocked down. Mr.

Heller was informed that once things get going, it is under a blanket cost and there are bulbs that are cheaper than the ones that are already installed. He wants to possibly negotiate with NIPSCO to change the bulbs.

Jennifer Sharkey said that she only has estimated costs for maintenance; however, it is her understanding that INDOT is taking care of the separation.

Ms. Sharkey said that a call for projects was done for federal aid. She said that the applications will be due in May and she will get the internal grant application filled out. She is applying for the 200 N Phase II from the intersection improvement project, east to the west approach of the I-69 overpass. Ms. Sharkey said that she is concerned because it is a requirement, when applying for federal funds, to have a Title VI and ADA Coordinator and currently the County does not have an ADA Coordinator because the GIS Coordinator position has not yet been filled.

Jennifer Sharkey said that according to the scoring process, Phase II of the Bike Trail should be awarded to Butler, Fairman and Seufert. Ms. Sharkey said that local funds from Major Moves will be used and discussions for a potential partnership with the City of Angola have been had. She said that hopefully later this month the presentation will be ready to submit to the City Council. Ms. Sharkey said that she would highly recommend that Commissioner Smith be in attendance during that City Council meeting. Lynne Liechty made a motion to award the contract to Butler, Fairman and Seufert. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that she has a meeting with Region IIIA tomorrow to discuss the trails. She said that she is aware that there has been some push with the Northeast Regional Trails to possibly group some trails together for a stronger application to the RDA.

Jennifer Sharkey reported that the well permit for the County Park Event Center was submitted today. Ms. Sharkey said that Rick Shipe worked with her to get that information prepared. She said that it will take some time as there is a 30 day public comment period.

Ms. Sharkey said that she had a meeting on April 1 with several representatives at the EDC working on the toll road interchange project. She reported that it was decided that a TIGER Grant was not in the best interest of the County. Ms. Sharkey said they are working on some ideas to move forward on this project.

Ms. Sharkey said that she has contacted a few people that have been interested in the beautification of CR 200 W and she thinks she has a good group started and she plans to schedule a meeting in the near future. She said that the Commissioners can rely on her to be the coordinator on that project. James Crowl said that the safety of the entrance to the park is number one priority on that project.

Jennifer Sharkey submitted the 2015 Annual Report to the Commissioners. She said that this report was also submitted to the State and to LTAP.

Emmett Heller, Highway Superintendent, reported that five (5) culverts have been replaced.

Mr. Heller said that he took the entire Highway Crew and attended the LTAP Chainsaw and Aerial Lift Safety Course at Pokagon State Park. He said that they got very good information out of that.

Emmett Heller said that tomorrow they are making 400 tons of cold patch and once the roads start drying out they will start crack sealing.

Mr. Heller said that during the past month or two they have worked in the front offices and painted the walls, changed the lighting fixtures and ceiling tiles. He said that they went to half of the light fixtures that they had.

Mr. Heller reported that the second truck bed is being painted, the third truck bed should be delivered and the chassis should be here before the end of the month. He said that there is a truck sitting behind the Highway Barn and it is in need of repair; however, he is considering taking it to Maple Street and using it as a job truck. He said that the belly of the truck is not doing well and that can be removed and used as a dump truck.

April 4, 2016 Commissioners' Meeting Continued

The Commissioners asked that interviews be scheduled for the available GIS Position on Monday, April 11, 2016, at 5:30 p.m.

Donald Stuckey reported to the Commissioners that he has not heard anything on the Washington Street property. Ronald Smith said that he will be seeing the owner and he will speak with him.

George Pifer asked the Commissioners to clarify the request for \$2 Million Dollars from the Town of Ashley. The Commissioners informed him that those funds have not been allocated. Donald Stuckey said that it would have been a loan and repaid by the TIF District and it was for the building infrastructure if indeed RES Polyflow comes to Ashley. Ronald Smith said that our General Assembly needs to step up to the plate and fund roads properly by putting on an appropriate amount of gas tax.

The Commissioners received the following correspondence: State of Indiana re: Lt. Governor Holcomb and FSSA now accepting 2016 Golden Hoosier Award Nominations; State of Indiana re: Treasurer Mitchell Announces 2016 Hoosier Women Artists; Indiana State Dept of Agriculture re: Hoosier Families Honored at Statehouse; USDOJ re: EQS Reactivation Letter; DLGF re: March 28 email from Commissioner Schaafsma; State of Indiana re: Indiana Bicentennial Torch Relay Route Unveiled; NEIndiana re: RDA annual report; IEDC re: Marketplace News Update; City Councilman Charles Tassell re: How can we improve local government; Angola Chamber of Commerce re: News from the Chamber

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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