

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
June 18, 2018

The Steuben County Commissioners met at 8:30 a.m. on Monday, June 18, 2018, in the Commissioners' Room of the Steuben County Community Center. Present this day were Commissioners James Crowl and Lynne Liechty. Also present were Donald Stuckey, County Attorney, Ruth Beer, Steuben County Councilwoman, Kim Johnson, Steuben County Assessor and Kim Meyers, Steuben County Auditor.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling \$903,236.92. 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 June 4, 2018. Lynne Liechty seconded that motion and the motion carried with two (2) ayes.

The Commissioners signed the minutes from the May 21, 2018, Commissioners' Meeting for the Index Book, which were approved at the prior meeting.

Rae Delaney, Payroll, submitted the June 8, 2018 payroll in the amount of \$383,305.68 for approval. Lynne Liechty made a motion to approve the June 8, 2018 payroll. James Crowl seconded that motion and the motion carried with two (2) ayes.

Kris Treadwell, COA, submitted a letter requesting a \$45,000.00 allocation for 2019. The Commissioners accepted the letter for consideration.

Mary Fatchett, Well Child Clinic, submitted a letter requesting a \$3,000.00 allocation for 2019. The Commissioners accepted the letter for consideration.

Isaac Lee, SCEDC, submitted a letter requesting a \$150,000.00 allocation for 2019. The Commissioners accepted the letter for consideration.

Brian Werner, 4-H Board President, submitted a letter requesting a \$10,000.00 allocation for 2019. The Commissioners accepted the letter for consideration.

Rodney Renkenberger, Maumee River Basin Executive Director, submitted a letter requesting a \$7,242.00 allocation for 2019. The Commissioners accepted the letter for consideration.

Breann Fink, Steuben County Literacy Coalition Executive Director, submitted a letter requesting a \$2,500.00 allocation for 2019. The Commissioners accepted the letter for consideration.

SCURRT did not submit a request.

Donald Stuckey stated that he received correspondence from the attorney for RES Polyflow requesting a change to the Development Agreement and essentially substantially change the tax abatement. With this change, RES Polyflow would get a lot more money, which is Ashley's decision; however, it changes the payback of the loan. Mr. Stuckey said that it would probably extend the loan four (4) to five (5) years. James Crowl clarified that instead of seven (7) years, payback would happen in possibly eleven (11) or twelve (12) years. Donald Stuckey said that he responded to RES Polyflow's attorney stating that he didn't think the Steuben County Commissioners would be excited about extending the loan. Mr. Stuckey said that he wanted to make sure the Commissioners were aware and that his response was on base. He said that the Commissioners would have to sign the agreement and that agreement is conditioned upon the County Council allocating the \$1.5 Million. Lynne Liechty asked why RES Polyflow was requesting this change. Donald Stuckey said that in his opinion, from what he has observed, they are undercapitalized and they are trying to get every dollar they can.

Mary Allred, EMS Director, requested permission to move forward with the purchase of a new ambulance to replace the ambulance that was totaled. Ms. Allred said that the insurance reimbursement was for \$166,500.00 so she is requesting the difference. She said that in order to purchase a new ambulance, an additional \$70,000.00 -

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\$75,000.00 would be needed. Ms. Allred said that in the past the ambulance specs have required a US manufactured ambulance. She said that two (2) companies have merged and they are now considered a Canadian based manufacturer. Ms. Allred requested to remove the US manufactured requirement from the ambulance specs. Lynne Liechty made a motion to open up the bidding process to companies outside of the US. James Crowl seconded that motion and the motion carried with two (2) ayes.

Kim Meyers, Auditor, asked where the new ambulance was going to be paid from because it has not been budgeted for. The Commissioners requested the Auditor to determine what fund would be best. *It was determined by the Auditor after the meeting that the insurance reimbursement and the additional appropriation would be in the Cumulative Capital Development Fund.*

June Julien, Steuben County Tourism Bureau and Ted Bohman, Pokagon State Park, presented the Commission Board and Jennifer Sharkey with a check in the amount of \$100,000.00 for the Bike Trail Phase II.

Gary Fair, Community Center Building Manager, submitted a Delta T bill for repairs in the Treasurer's Office in the amount of \$1,647.20. Lynne Liechty made a motion to approve the bill from Delta T. James Crowl seconded that motion and the motion carried with two (2) ayes.

James Crowl made a motion to approve the Executive Session Statement from the Executive Session held on Thursday, May 31, 2018, at 8:00 a.m. Lynne Liechty seconded that motion and the motion carried with two (2) ayes.

Lynne Liechty made a motion to approve the Hudson Fire Department First Responders Contract. James Crowl seconded that motion and the motion carried with two (2) ayes.

Randy Brown, EMA, came to the Commissioners with more information on possible storage unit options. Mr. Brown stated that he talked to Bill Eyster at the Airport and he agreed to charge \$50.00 a month for a total annual rent of \$600.00 for the hangar. James Crowl made a motion approving Randy Brown to move forward with the airport storage and that it shall be paid from the Commissioners' budget. Lynne Liechty seconded that motion and the motion carried with two (2) ayes.

Mr. Brown also submitted a grant application for the Safety Grant in the amount of \$3,600.00. He said that there is a purchase of \$720.00 that needs to be made, but will only be made if he receives the funds. Lynne Liechty made a motion to approve the grant application. James Crowl seconded that motion and the motion carried with two (2) ayes.

Erin Schiffli, Commissioners' Secretary, reported that Amy from CGI Companies contacted her regarding a Contract that was signed back in 2013 for a Community Video Project. Ms. Schiffli said that due to changes in the GIS Department, the project was put on hold and CGI is now wanting to restart the project. The Commissioners tabled the matter until the next meeting when Ronald Smith would be back from vacation.

Tom Green, Steuben County Soil and Water, submitted a request for a 2019 allocation in the amount of \$16,000.00. The Commissioners accepted the request for consideration. Mr. Green reported that they have been trying to get more funding for the Fawn River Watershed but they won't know for sure until after July 1.

Shannon Thomas, Turning Point Executive Director, submitted a request for a 2019 allocation in the amount of \$25,000.00. The Commissioners accepted the request for consideration.

Ms. Thomas said that in the last two (2) months they have put ten (10) people into their own apartments and have set them up with employment. She said she believes that they are doing a great job at Turning Point because they are keeping the homeless out from under the bridges and from hanging out downtown. She said that they get people dropped off at the Shelter all of the time. Ms. Thomas said that the funding is needed because she would like to hire someone to be a case manager to work with the people in need and operating costs are also going up.

Matt Meersman, St. Joseph River Basin, submitted a request for a 2019 allocation in the amount of \$6,520.00. The Commissioners accepted the request for consideration.

Mr. Meersman said that the allocation request is based on the operating budget and is split up proportionally based on land area. He said that 76% of Steuben County drains to the St. Joe of Lake Michigan. Mr. Meersman said right now because of the way things have been in the past, the Maumee River Basin Commission gets 93% of the County's Watershed Management Fund. He said that he doesn't want to see resources go away from Maumee River Basin, but he hopes they can get to where the St. Joe River Basin is in the same position and to where they are adding value to the County in the way that the Maumee River Basin Commission has. Mr. Meersman said that he has gotten the other counties on board with the funding based on the land area.

Alisa Mills, Community Humane Shelter Executive Director, spoke to the Commissioners regarding their accomplishments in the past year. Ms. Mills introduced Lisa Caudill, current Board President and Jackie Delagrang, the incoming Board President. She reported that they are in their new building and it has changed how they are doing things. She said that they work really hard on population control and assistance. Ms. Mills said that they continue to pick up strays and submitted a report to the Commissioner regarding those numbers. She said that they work with the public on proper animal care, spaying and neutering because it helps the County as a whole, keeping the population down and cutting down on the intake. In 2017, Steuben County had 647 animals picked up with a total intake of 2,268 animals. She said that 1,493 of those animals were then adopted out. Ms. Mills stated that they work with other shelters to place different types of animals and those numbers are not included in Steuben County's numbers.

Ms. Mills reported that Steuben County's 2017 fee for service is in the amount of \$72,056.39 at fifty percent (50%) support of the animals listed under Steuben County. The Commissioners accepted the request for consideration.

Ms. Mills reported that the ASPCA Destination Certification was obtained by the Community Humane Shelter. She said that helps bring people to Steuben County from outside of the area. She said that they are also working with people that have fed colonies of cats. She said that the colonies are fed every day and they are making sure that they are healthy and fixed. She said that when they do a trap and release they clip the ear when the animal is fixed. She said that any Steuben County Resident can get their dog or cat fixed for \$30.00 plus \$13.00 for a rabies certificate. James Crowl asked what happens if a person that has a colony of cats wants to get rid of them. Ms. Mills said that it would be similar to a hoarding situation. She said that they trap everything and make the decision on a cat by cat basis whether it is adoptable or not. Commissioner Crowl asked what fees are associated with that process. Ms. Mills said that it depends on the person. She said that they ask if the owner can do the \$30.00 apiece and if they can't, they try to work on a group rate.

James Crowl asked what plans the Shelter had for the old structure. Alisa Mills said that right now it is being used as storage and if they would have an outbreak of some kind, it would be used as a backup quarantine. She said that they are still working on the plans regarding what they want to do with the building. Ms. Mills said that they have turned all of the utilities down and if they need to, they will turn it back up so right now the expenses are very minimal.

George Pifer asked if the Shelter accepts dogs from different parts of the United States. Ms. Mills said that they do because Steuben County wants more dogs so they work with other shelters where the animals are at risk of euthanization. Ms. Mills said that those numbers are not included in the reports. Mr. Pifer asked if the Shelter was paid to receive those animals. Ms. Mills said that they are not and the costs are covered by the generous donations of the public and is not submitted to the County as a cost. Alisa Mills said that they normally do not accept additional bully breeds and hounds because there are an abundance of those in Steuben County already.

Matt Brinkman, Region 3a, submitted a request for a 2019 allocation in the amount of \$12,455.00. The Commissioners accepted the request for consideration.

Mr. Brinkman reported that this year they have done one hundred (100) transportation counts and they are about finished up. He said that they have also worked with the Highway Department on an accident study.

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Lee David, CAVA, submitted a request for a 2019 allocation in the amount of \$3,750.00. She said that the funds go towards the Family Ties Program. The Commissioners accepted the request for consideration.

Bill Schmidt, Wood, Land, Lakes RC&D, submitted a request for a 2019 allocation in the amount of \$500.00. The Commissioners accepted the request for consideration.

Tami Sumney, IT Director, submitted a request to allow Dave Spence to attend two (2) different training sessions. Ms. Sumney said all training will be paid from 1000-068-3000.39 and 1000-068-3000.15. She said that the first training costs \$3,595.00 with no travel costs since it is an online seminar. Ms. Sumney said the second training would cost between \$945.00-\$1,095.00 with varying hotel and flight costs. Lynne Liechty made a motion to approve Tami Sumney's request to send Dave Spence to two (2) training sessions with the costs being paid from her budget. James Crowl seconded that motion and the motion carried with two (2) ayes.

Erin Schiffler submitted information that she received from Richard Ritter, Enterprise Fleet Management. Lynne Liechty made a motion to inform Mr. Ritter that the Commission Board is not interested in the services offered by Enterprise Fleet Management at this time. James Crowl seconded that motion and the motion carried with two (2) ayes.

Erin Schiffler submitted a memo from Tami Sumney that the 4-H Board is not doing wireless at the 4-H Fair this year.

Ms. Schiffler also reported that RISE will be submitting a letter regarding their 2019 allocation request and she will make sure that the Commissioners receive it when she gets it.

Kris Thomas, Health Department, submitted a Grant Application in the amount of \$15,193.00 to pay for a ten (10) year maintenance contract for the generator. James Crowl made a motion to approve the Grant Application. Lynne Liechty seconded that motion and the motion carried with two (2) ayes.

Brett Hays, NICC, submitted an invoice from Delta T for repairs to the air conditioning, in the amount of \$464.14. Mr. Hays requested that the Commissioners pay for half of the invoice. Lynne Liechty made a motion to approve the invoice from Delta T in the amount of \$464.14 and that the Commissioners shall pay for half of the bill. James Crowl seconded that motion and the motion carried with two (2) ayes.

Mr. Hays also submitted mold testing, removal and repair quotes to the Commissioners for review. He said that Work Release has a slowdown coming up in about a month and that would be a good time to have the mold removal done. Mr. Hays said that he will come to the next Commissioners' meeting on July 2 for official approval. He said he would like to have permission to submit a request to County Council for an additional appropriation for the maximum amount the entire project could cost so he would be on the Council's agenda for July 10. The Commissioners agreed to the process that Mr. Hays requested and will make a final decision on which quote to accept on July 2. Kim Meyers, Auditor, said that she will advertise for the additional appropriation request for the July 10 Council Meeting.

RJ Robinson, Chief Deputy Sheriff, submitted a quote from TCSI in the amount of \$1,160.00 for Camera Replacement at the Jail. James Crowl made a motion to approve the quote from TCSI. Lynne Liechty seconded that motion and the motion carried with two (2) ayes.

Gary Fair, Community Center Building Manager, submitted quotes for LED light retrofitting in the restrooms and stairwells. Lynne Liechty made a motion to approve the low quote from Ross Electrical Contracting in the amount of \$2,190.00 to be paid from Cum. Cap. 1138-000-4000.15. James Crowl seconded that motion and the motion carried with two (2) ayes.

Mr. Fair also submitted quotes for maintenance to the Rain Garden by the new parking lot. He said that he would like to recommend accepting the quote in the amount of \$2,680.00, received from Adam Sholl even though it is not the lowest quote. Mr. Fair said that he recommends Mr. Sholl due to the fact that a crew will be on site instead of only one (1) or two (2) people. Lynne Liechty made a motion to accept the quote from Adam Sholl in the

amount of \$2,680.00 based on Mr. Fair's recommendation. James Crowl seconded that motion and the motion carried with two (2) ayes.

Gary Fair stated that last year after the 4th of July holiday, burned fireworks were all over the campus and a couple county vehicles were damaged by fireworks as well. The Commissioners requested Mr. Fair to contact the Angola City Police regarding regulations for fireworks within City limits.

Mr. Fair reported that he has hired a second shift employee.

Frank Charlton, County Park Superintendent and Kylee Harris, Event Center Coordinator, reported that SUP 101 Lakes has done repairs to the old office building and it looks great. Donald Stuckey submitted the Memorandum of Agreement between the Commissioners and Ms. Bailey. Lynne Liechty made a motion to approve the Memorandum of Agreement. James Crowl seconded that motion and the motion carried with two (2) ayes.

Frank Charlton said that Dan Reinhold will be helping plant trees on Thursday.

Mr. Charlton also said that the 2007 Chevy that is used at the County Park has never been serviced other than oil changes. Mr. Charlton said that he went Harold's and received a quote for \$1,684.00. The Commissioners requested that Mr. Charlton obtain more quotes for the next meeting.

Jennifer Sharkey, Highway Engineer, submitted NIPSCO Utility Permit #2817 for approval. Lynne Liechty made a motion to approve the Utility Permit. James Crowl seconded that motion and the motion carried with two (2) ayes.

Ms. Sharkey reported that NIPSCO should be relocated by the end of this week for the 200 N/SR 827 Project. She said that the utility relocations have pushed them back a little bit but are still within the timeframe for the project. Ms. Sharkey said that Frontier should start the week of the 25th and be done by July 13. She said that the Railroad also has some work left due to a manufacturer defect in some of the panels.

Ms. Sharkey said that the Bridge Inspection Supplemental Contract was mailed to INDOT on the June 4 so once that is approved, there will be that one bridge that will be inspected in October.

Jennifer Sharkey reported that the right of way has been staked for the 200 N Phase II Project. She said that they will get the survey done and then start the design work.

Ms. Sharkey said that the work on the Bike Trail Phase II should start on June 25. She said that Fox Contractors have been mobilizing their equipment at the DNR property so they are getting ready to move forward. Ms. Sharkey said that she has had some conversations with a new property owner that erected some street lights and a bench area where the easement was so they will be relocating those items.

Jennifer Sharkey said that the paving is all done on Old 27. She said that she will be coordinating with Three Rivers on the pavement markings.

Ms. Sharkey said that the Toll Road contacted her about the sealant application on Baker Road in advance of their maintenance of traffic route. She said that they are proposing to do it potentially in three (3) phases and at night so the project wouldn't impact traffic as much.

Ms. Sharkey reported that she will be getting the Community Crossings Application around as well.

Jennifer Sharkey informed the Commissioners that she met with the City of Angola last week at the trail head and they are going to put some ideas together for low maintenance landscaping. James Crowl asked about the maintenance contract for the rest of the trail when it is completed. Jennifer Sharkey said that it would initially fall on the Highway Department; however, there have been some preliminary conversations regarding if the City would be interested in extending those maintenance services. Ms. Sharkey said that once it crosses into the State Park, brush clearing, mowing, etc., would be the DNR's responsibility, but the County would still be responsible for repairing the trail.

Emmett Heller, Highway Superintendent, reported that two (2) major drainage projects have been completed. Mr. Heller said that he made several visits to different properties after the rain on Saturday and there are a few spots to take a look at for the future.

Mr. Heller said that they finished up making gravel on June 14. He said that the rental equipment can be removed from the rental insurance policy.

Donald Stuckey asked if the Commissioners were going to accept the Historical Society's allocation for consideration. The Commissioners said that since no letter was submitted, they would submit the 2019 allocation at the same amount it was for 2018.

The Commissioners received the following correspondence: Janel Meyer, Steuben County Soil & Water re: Approved Board Meeting Minutes; Stacey Meek, NICC re: Advisory Board Agenda; Pauly Jail Building Co re: Indiana Criminal Justice & Detention Facility Seminar; Sonya Cloyd re: Website Contract Request; Janel Meyer, Steuben County Soil & Water re: Agenda; Stacey Meek, NICC re: NICC Advisory Board Meeting Reminder.

STEUBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, President, South District

James A. Cowl, Vice President, Middle District

Lynne Liechty, North District

Attest: _____
Kim Meyers, Steuben County Auditor
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