

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING  
June 1, 2015

The Steuben County Commissioners met at 1:00 p.m. on Monday, June 1, 2015, in the Commissioners' Room of the Steuben Community Center. Present this day were Commissioners Ronald L. Smith, James Crowl and Lynne Liechty. Also present were Ruth Beer, County Council Vice President, Dan Caruso, County Councilman, Donald Stuckey, County Attorney and Kim Koomler, Steuben County Auditor.

James Crowl made a motion to approve the claims submitted for payment this day totaling \$561,774.06. Lynne Liechty 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 May 18, 2015. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the May 4, 2015, Commissioners' Meeting, which were approved at the previous meeting.

Kristi Bachman, Executive Director, Northeastern Indiana CASA, Inc., submitted a written request to the Board of Commissioners inquiring about available office space in the Community Center for a satellite office. It was suggested that Ms. Bachman contact Gary Fair so he can show her the space previously occupied by the Steuben County Cancer Association. Lynne Liechty made a motion to let them rent the office if the space would work for their needs. James Crowl seconded that motion and the motion carried with three (3) ayes.

At the previous meeting the Commissioners requested information be obtained regarding roadside service plans for the county vehicles that travel out of county. Some research has been done; however, more information is being acquired. The Commissioners requested that the rest of the information be brought to the next Commissioners' Meeting.

The Commissioners formally approved the quote from Julian Earthwork, Inc., for mowing at the Old County Home. The Commissioners stated that the grounds should only be mowed a maximum of four (4) times.

Jerry Yoder, DeKalb Outdoor Theater, submitted a request to the Commissioners to place a sign with a plastic holder for brochures next to the newspaper boxes at the front of the Steuben County Community Center. The Commissioners decided that it was in the best interest to not begin allowing advertisements to be placed at the entrance of the Community Center.

Rodney Robinson, Chief Deputy, submitted a letter informing the Commissioners that the Sheriff's Department has a Tahoe that has been stripped of all police equipment and is available for reassignment to a different department. James Crowl made a motion to keep the Tahoe for the Commissioners' fleet. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Alex Dobson, Veterans' Affairs Officer, submitted an EHB 1387 Grant Reimbursement application for a Topez SigPad to be used for VetraSpec. The amount of the reimbursement would be \$250.00. Lynne Liechty made a motion to approve that Grant Reimbursement Application. James Crowl seconded that motion and the motion carried with three (3) ayes.

Kim Koomler, Auditor and Laurie Stoy, Treasurer, submitted the Monthly Comparison Report for approval. James Crowl made a motion to approve the Monthly Comparison Report. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Gary Fair, Community Center Maintenance, came to the Commissioners concerning smokeless tobacco and e-cigarettes being used in county buildings. Mr. Fair stated that he wants the Commissioners to be aware that the custodians have been finding smokeless tobaccos in urinals, stools, drinking fountains and trash cans. He feels that something needs to be done to address this issue. Ronald Smith requested that Donald Stuckey draft an ordinance banning smokeless tobacco and e-cigarettes in all county buildings.

Mr. Fair also came to the Commissioners with a quote from Asphalt Sealcoat & Patching, Inc., for repair of major cracks in the Community Center main parking lot and the north/upper Annex lot. Mr. Fair stated that these quotes are quite low and any others would be more expensive. James Crowl made a motion to approve the quote from Asphalt Sealcoat & Patching, Inc., for the Community Center main parking lot, in the amount of \$640.00 and for the north/upper Annex lot in the amount of \$40.00. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Gary Fair also spoke to the Commissioners about the floor scrubber that is currently used in the Community Center. Mr. Fair stated that the scrubber has been repaired twice and it is again starting to strip the finish off the floors. He said that the auto scrubber needs to be repaired or replaced. Mr. Fair stated for KSS to work on the scrubber, it costs \$89.00 an hour, plus parts. Mr. Fair also submitted two (2) quotes for new auto scrubbers and is still working on acquiring another one. He stated that the quote from KSS is in the amount of \$5,382.27 and that invoice can be deferred until January, 2016. The second quote he received was from HP, for a self-propelled unit, and that one is in the amount of \$6,085.49.

Brett Hays, Community Corrections, submitted a grant to the Commissioners for approval. Mr. Hays stated that it is the standard Grant Agreement from the State to continue Community Corrections and that there are no increases or decreases. James Crowl made a motion to approve the Community Corrections Grant. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mr. Hays also reported that Steuben County Community Corrections had a grant review hearing two (2) weeks ago. He stated that Steuben County Community Corrections scored very well which means that Steuben County may be in position to be a Level A Region and potentially earn a performance bonus based on that.

Brett Hays also submitted a request to purchase 10,000 Alco-Sensor Mouthpieces from Intoximeters in the amount of \$1,800.00. Lynne Liechty made a motion to approve that purchase request. James Crowl seconded that motion and the motion carried with three (3) ayes.

Luther Mock, Foursquare Solutions, came to the Commissioners to give a presentation and report on his findings from the infrared and water testing that was done on the Steuben County Community Center. Mr. Mock stated that the infrared testing showed heat loss around the windows and in areas around the limestone decorative piece. Mr. Mock then did water testing over the entire window to see if it showed the sources of the leaks. He stated that at first, he covered the window with a tarp to see if the ledge leaked. After about 40 minutes he stated that it started to drip inside the Purdue Extension Office. He then they removed the tarp and sprayed the water again. He went and checked inside the Purdue Extension Office and within 45 seconds the water was pouring in.

After that testing, he went back and reviewed the drawings and he believes that a stitch weld that was done is allowing the water to come into the building through the gaps. Mr. Mock stated that the clay that was used is very absorbent and takes on water which can cause shrinkage cracks and allow water to come in. He said that today they use backup block and a flashing material that would make the water weep back out to the exterior of the building. Mr. Mock stated he believes that the water is sneaking through the top of the plate and getting inside of the building.

Luther Mock said that every window could be rebuilt with a flashing condition so it would not leak to the inside of the building; however, that could cost anywhere from \$120.00-\$150.00 per lineal foot and with the amount of windows in the Community Center, it could be a very extensive project. Mr. Mock proposed to cut the mortar out, put a back a rod and a tooled sealant joint in there so when the brick moves different than the stone does, the sealant will accommodate the movement. He suggests trying this process on a couple windows as a test and if the test is successful, a bid can be done for the entire building.

Gary Fair stated that he would like to do a test on the Purdue Extension windows and the Health Department east windows. Ronald Smith said that the Commissioners need to have an estimate of the cost. Mr. Mock stated that it should cost about \$14.00 a lineal foot plus the cost of a bucket truck if a third floor window is tested. Lynne Liechty requested a written agreement and itemized quote for the two windows that were suggested. Luther Mock stated that he will work on the quote and will get that to the Commissioners before the next meeting.

Eric Ditmars, County Park Superintendent, came to the Commissioners to formally tender his resignation as County Park Superintendent. Mr. Ditmars stated that he has been with Steuben County for 12 ½ years and he has loved every minute of it. He stated that he has taken a position with Auburn Parks Department with a start date of July 6, 2015. Eric Ditmars thanked the past and the current County Commissioners, County Council and Park Employees for making his employment a positive experience. Ronald Smith wished Mr. Ditmars god speed and said that he wished that Mr. Ditmars could be a part of the upcoming projects. James Crowl made a motion to accept Mr. Ditmars' resignation. Lynne Liechty seconded that motion and the motion carried with three (3) ayes. The Commissioners' requested that the job description be posted in the county buildings.

Lynne Liechty requested that a County Park Improvement Committee meeting be scheduled. The meeting was scheduled for Tuesday, June 9, 2015, at 8:00 a.m. in the Pillar Room on the first floor in the Community Center.

Jennifer Sharkey, County Engineer, submitted utility permit #2731 from Frontier and #2732 from REMC for approval. Lynne Liechty made a motion to approve those utility permits. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that for the 200 N/200 W intersection project, the contractor began today and there are lane restrictions on 200 W. She stated that the schedule had to be rearranged a little bit due to Mediacom not having lines relocated yet.

Jennifer Sharkey submitted a reimbursement voucher for the Bike Trail, in the amount of \$17,711.78, for the inspection services that were done in April. Ronald Smith signed the paperwork as it was already a part of the claims process. She stated that Fox is on site today with Frontier and hopefully Frontier will finish up early this week. She said that Fox will be back on site to start the earthwork starting on the north end by 300 N moving south. Ms. Sharkey stated that the wall crew may be in late this week or early next week once Fox has prepped the earth work for them. She also stated that the large tree that had the roots exposed has been cleaned up as well.

Ms. Sharkey stated that for the 200 N/SR 827 Project, the funds will be appropriated during next week's Council meeting. She said that the line items were set up but the funds weren't appropriated at that time. Ms. Sharkey said that she spoke with the consultant and they did submit an invoice in May and they are aware that the invoice will be paid at a later date.

Jennifer Sharkey stated that a meeting was held on May 26, on the Maple Street Project, regarding the corner property and some of the impacts to their facility. INDOT, the County, the Town of Orland, Orland Chamber, LureCraft and other individuals were present. She stated that currently the project is on hold until the EDC can get involved further.

Ms. Sharkey stated that they are about 23% complete on the bridge maintenance and rehabilitation work and about 9% complete on the milling and resurfacing approaches and bridge ducts.

Ms. Sharkey stated that she is trying to put the Highway Department's permits in a Permit Manual. Ms. Sharkey said that there are general permits but would like to propose to have them outlined further so contractors can be held more accountable for some of the work that is being done and in order to have better guidelines for those contractors. Donald Stuckey, County Attorney, stated that he did review the proposed manual and it looked good to him. Ms. Sharkey said that she wasn't sure how to incorporate the Manual or if an ordinance needed to be created. Donald Stuckey stated that the permitting fee changes will have to be in an ordinance and published. He said that he will create an ordinance.

Emmet Heller updated the Commissioners on projects that the Highway Department has been working on. He stated that the chassis and all the parts for the new truck have been ordered and it will take about 65 days for that to come in.

Mr. Heller also stated that there was an issue at Lake Gage. He said that he had been in contact with Tim at Star Homes and told him when they were coming to pave the road and it would be appreciated if he would move the dumpster, get the well installed and the driveway for the new home poured. Emmett Heller stated that the driveway

was being poured the same day the Highway Department was paving and due to that, there is now a patch in the new road pavement.

Jennifer Sharkey submitted preliminary budget information to the Commissioners for review since she cannot make the specially scheduled meeting on June 4.

Denise Kreais, RISE, Inc., came to the Commissioners regarding the Expansion Project that is in process. Ms. Kreais stated that they are building a new 22 classroom learning center in partnership with Trine University and hopefully IPFW along with the Impact Institute. Ms. Kreais stated that RISE, Inc. appreciates the annual allocation, but wondered if there were any other additional funds that could be applied for to help with the expansion.

Denise Kreais stated that this year is RISE, Inc.'s 50<sup>th</sup> year in business and they first started with six (6) adults in the Pleasant Lake School System and in the past three (3) years the staff and clients have tripled. Ms. Kreais stated that now, RISE, Inc. services 260 individuals with disabilities and have taken the budget from a \$700,000.00 budget, three (3) years ago to over \$2,000,000.00. She stated that with the increase in Medicaid funding they are seeing a huge need in the special needs population coming from the school systems and are now servicing children as young as seven (7) years old.

Ms. Kreais stated that the total project will cost approximately \$850,000.00. She said currently \$250,000.00 of that is funded and \$200,000.00 of that has been applied for in grant form. Ms. Kreais stated that currently they are approximately \$400,000.00 short. The Commissioners stated that they will try to find funds available for RISE, Inc.

David Knepper, WeKon & Scott, LLC., came to the Commissioners regarding the property at 410 Weatherhead Street. He stated that the property has been listed with a local real estate agent for seven (7) months now and there is a potential buyer for the property that could result in new jobs being brought to Steuben County. Mr. Knepper stated that he is aware of environmental issues with the property and a Level I Inspection has been ordered. Donald Stuckey stated that he will need a copy of the purchase agreement and a copy of the Level I inspection. He will then draft a letter and it is up to the Commissioners to decide if they want to write off any of the taxes that are due on the property.

The Commissioners received the following correspondence: Indiana State Department of Health re: Indiana HIV Outbreak Response Update 5/28/15; DHS re: Homeland Security Foundation Scholarships; Indiana State Department of Health re: Indiana HIV Outbreak Response Update 5/26/15; Coroner's Month End Report May 2015; IACC re: My Community, My Vision Program; Indiana State Department of Health re: Indiana State Health Commissioner Declares Public Health Emergency in Scott County; St. Joe River Basin re: Meeting reminder; IU Public Policy Institute; re: May 2015 News; AIC re: eNews 5/21/15 – funding sources for counties; NACo re: County News Alerts May 18, 2015; Indiana State Department of Health re: HIV Outbreak: Why Austin? Why Indiana?

STEBEN COUNTY BOARD OF COMMISSIONERS

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Ronald L. Smith, President, South District

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James A. Cowl, Vice President, Middle District

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Lynne A. Liechty, North District

Attest: \_\_\_\_\_  
Kim Koomler, Steuben County Auditor

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