

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
June 4, 2015

The Steuben County Commissioners met at 8:30 a.m. on Thursday, June 4, 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 was Kim Koomler, Steuben County Auditor.

The Board of Aviation came to the Commissioners to discuss their 2016 budget proposal. Dr. Weaver stated that their 2016 budget request will be similar to what they requested for 2015. He stated that the request will be for roughly \$125,040.00. Dr. Weaver said that the Board of Aviation is asking for \$5,000.00 more than they did a year ago for the crack filler fund.

Walter Drewes, Board of Aviation Vice President, reported that last Friday's meeting with INDOT and the FAA was scheduled because they felt that the crack filling situation on the runway should be addressed. Mr. Drewes stated that after the meeting the FAA stated they were not happy that the Board of Aviation has been neglecting the runway for the last two and a half years. He stated that part of the reason it has been neglected is because not enough money is allocated for the crack filling. Walter Drewes stated that in the past they had requested \$4,500.00 but they feel that request should be doubled to \$10,000.00.

Walter Drewes reported that the FAA said that the Steuben County Airport has priority projects such as the tree/obstruction removal and the fencing around the airport. The FAA also stated that Angola's Board of Directors along with John Kline and the surveyors have indicated that the Board of Aviation does everything right for the FAA, paperwork is completed and submitted on time. He also reported that Steuben County Airport is number one on the list when time comes to administering a grant for major projects.

Dr. Weaver stated that there are two (2) unforeseen expenses, tree removal and getting the letter of no further action on the tanks that were replaced in the early 1990's. When US 20 was redone, some of the test wells were destroyed and IDEM said that there's a good chance that the one test well can be used and test water out of Mrs. Benson's well across the road can also be used. If that is done, no additional funds would be requested.

Ronald Smith stated that he would prefer to have the utilities for the airport be brought up to \$25,000.00 instead of using Cum. Cap. to pay them.

Kristy Clawson, Emergency Management, reported to the Commissioners that she is happy with her budget the way it is; however, she would like her salary to be increased. Ms. Clawson stated that in the district of 11 counties, she is the lowest paid full-time EMA director and she is one of the two counties that operates with only one other employee in her department. She stated that her salary at \$31,500.00 is \$10,000.00-\$20,000.00 less than any other EMA director in the district. Ms. Clawson stated that she is requesting a \$13,500.00 raise per year; however, the County would only be responsible for \$6,750.00 because IDHS pays for 50% of her salary. James Crowl stated that her letter will be submitted to County Council in favor of her request.

Al Knisely, Courthouse Maintenance, reported that the Circuit Court ceiling should be done this Friday. Mr. Knisely stated that carpet cleaning is scheduled for June 20, 2015. He reported that the sprinkler head replacement that needs to be done as well, will take about a half of day to be completed by Koorsen. James Crowl suggested that it be scheduled on a day when the county buildings are closed. Mr. Knisely also stated that the pumps are fine until they go out. Al Knisely stated that the only thing that he can think of regarding increases in his budget is that the wall along the back stairs of the Courthouse is moving out and needs replaced.

James Crowl asked about the drainage line from the women's restroom to the street and if has been figured out yet. Al Knisely stated that has not yet been figured out; however, once everyone can meet on it, Eicher can insert a camera to try to figure out what is going on. Mr. Knisely said he has no idea how much it would cost and recommended putting it on his 2016 three (3) year plan. James Crowl suggested putting \$12,000.00 in maintenance for the Courthouse.

Al Knisely also stated that in Magistrate, the carpet is severely worn where the attorneys are at in the Courtroom. It was suggested that a hard floor material be put there where the carpet is worn.

Rick Meyers, Annex Maintenance, stated that he would like to increase the janitorial supplies another \$300.00 due to more employees being hired in that building and more toilet paper, etc., is being used. Mr. Meyers also stated that the trees located outside of the Annex need to be pruned because they are getting too large. Ronald Smith stated that Mr. Meyers can check into having that done and come to a regularly scheduled Commissioners meeting with that request. Rick Meyers stated that other than that, he is not requesting any other increases. It was suggested to increase the Repair and Maintenance line item by \$500.00.

Gary LeTourneau, Communications Director, stated that some of the accounts in the General Fund need to be moved to the Wireless Account. Mr. LeTourneau stated that overtime and extra help is paid out of both accounts and it gets confusing as to where that money should come from. He suggested trying to consolidate most of that into the Wireless part-time and over-time. Mr. LeTourneau also reported that there is some generator work that needs to be done. He stated that in the general fund under travel he's asking for an increase because of expected travel for radio projects and because he's on an executive committee at the State level. Mr. LeTourneau stated that an increase may be needed in the printing line item as well.

Gary LeTourneau reported that the tower rental line items need to be increased because they were not calculated correctly in the past. Mr. LeTourneau also requested to have \$4,000.00 earmarked for center improvements, mainly a new refrigerator, stove, etc. That money will also be used to do improvements to the foyer area.

Ronald Smith asked about bonding the radio system once a recommendation is received from Gary LeTourneau. Kim Koomler stated that she isn't sure what the deadline for a bond is, but she will find out. Gary LeTourneau stated that he will be coming to the Commissioners with his recommendation the first meeting in July. Mr. LeTourneau stated that he believes if the radio system was bonded, the timeline would be about 18 months before the new system would be installed and up and running. He stated that until that time, he is spending money to keep the currently system running.

Gary LeTourneau also advised the Commissioners that he added \$43,000.00 to the software line item for the software called E-Tallying. It is a computer based software that can be used securely to send messages and attachments to law enforcement and other municipalities. He stated that one of the neat things about it is that you can put it at the work stations and it can act as a panic button as well.

Mr. LeTourneau stated that he still needs to talk to Kim Koomler and Lori Hickey regarding the Tower budget.

Tami Sumney, IT Director, submitted a spreadsheet of increases and decreases in her budget. Ms. Sumney stated that she has a decrease of \$40,000.00 in her Cum Cap .10 line item. She stated that there are some slight decreases in the General Fund and she has submitted for a 3% increase on her salary and for James Schlup's salary. Ms. Sumney stated that when Mr. Schlup was hired, he was hired in according to the old PAT scale and the Council redid that scale so his first year raise is a little bit more.

Vicky Meek, EMS, submitted a letter in support of an increase of the First Responders Allocation. Ms. Meek also submitted a letter from the Orland Fire Department in support of an increase as well. She stated that with more runs being made, the percentages dispersed to each department are diluted. Vicky Meek thought an increase of \$10,000.00 would be a sufficient increase.

Vicky Meek stated that she is not foreseeing any changes in the EMS operating budget. She stated that they are doing really well with the current budget. Ms. Meek stated that the only thing that she is looking for is to change some payroll. She stated that currently she has no supervisors and she would like to have two (2) supervisors on staff. Currently, she cannot ask anybody to take on more responsibility and time unless she can compensate them. She stated that she would like to add two (2) supervisors with an increase in pay. If the increase gets approved she stated that she would like to set up an outside board to review applications and hire supervisors. Ms. Meek stated that she would like to use the supervisor positions as training for when she retires in a year or two.

Alex Dobson, Veterans' Affairs Officer, stated that he is not requesting any additional funds for his budget; however, he is requesting an old county vehicle. He reported that the biggest request that he is getting right now is that veterans are getting to the point where they cannot physically go to their appointments. Mr. Dobson said that he has had support from Cameron Hospital, the retirement communities, American Legion and the VFW. He stated that volunteers would be driving the vehicle and taking veterans to their appointments. Ronald Smith stated that Council on Aging has a transportation service and their drivers are trained to take care of anyone in any condition at any time. Mr. Dobson stated that this vehicle will also be used for his house calls. Ronald Smith requested that Mr. Dobson put all of the details into a letter to be submitted to Council. Lynne Liechty stated that Council on Aging is perfect for local appointments; however, they do not go to Indianapolis which is where some veteran's must go.

Timothy "TJ" Kunde, GIS Coordinator, stated that he looked over past years budgets to get an idea of how things have worked in the past. Mr. Kunde stated that his 2016 budget request should be around the same as it was for 2015. He stated that he doesn't have anything planned for next year; however, he does have some ideas but it will take some time to look into those ideas. Mr. Kunde stated that the software expense, which is the biggest expense, is fine and an increase is not needed. He stated that the office supplies, printer supplies, books, postage and phone line items are fine. Mr. Kunde also felt that the training and travel line items were fine.

Mr. Kunde reported that he's still working on the database to get things set up so it works a little smoother and is working on a new way to update the 911 GIS Layers as well.

Gary Fair, Community Center Maintenance, requested having a HVAC line item set up in County General so Cum. Cap. doesn't have to continue being used for repairs. Mr. Fair stated that he suggests a total amount of \$45,000.00 for that new HVAC line item. Kim Koomler suggested putting the line item in the Cum. Cap. Fund so there is a separation of accounts.

Mr. Fair stated that he has prioritized his 3 year plan and said that the west side of the building is what is going to be worked on so the greenhouse and south side stair removal can wait. He stated that the \$75,000.00 that he had estimated for the waterproofing should cover the entire building.

Gary Fair requested another \$3,000.00 be added to his Repair & Maintenance account and another \$2,000.00 for his Janitor Supplies account.

Ronald Smith spoke about the MSD Tower and the transfer of ownership to the Metropolitan School District. He stated that the air conditioning had to be brought up to the standards and the amount it is going to cost is not to exceed \$70,000.00. Ronald Smith stated that he will be going to speak with the Superintendent and he plans on stating that the Steuben County Board of Commissioners is interested in selling the MSD Tower for \$1.00 if the MSD pays for fifty percent (50%) of the air conditioning replacement cost.

Gary Fair stated that the fire system panel is for both the Community Center and the MSD Tower. Mr. Fair said that the fire system for the elevators are also tied in together. He also stated that the stairwell has to remain accessible for a fire escape.

Ronald Smith requested that Erin Wray, Commissioners' Secretary, draft a letter to Dr. Wilson stating that the MSD would pay fifty percent (50%) of the air conditioning once it is completed and all expenses associated with the MSD Tower would be the Metropolitan School District's responsibility, not the County's. Gary Fair stated that the County will continue to do the fire safety test with Koorsen due to that being under contract; however, if any repairs are needed, the MSD is responsible for the cost of those repairs and they must use Koorsen. Ronald Smith also requested a notice be added to the letter that the first floor is not included in the agreement. He stated that the letter will be approved in the next Commissioners' Meeting and then hand delivered to Dr. Wilson.

Lynne Liechty stated that she is concerned with the parking lots. Gary Fair stated that currently the MSD has everything to the east when you walk out of the south doors. Mr. Fair stated that the MSD also has the marked areas on the northeast side of the building. He also stated that MSD will be responsible for the maintenance on those lots if the ownership of the MSD Tower is transferred. James Crowl stated that the MSD may be interested in partnering with the new parking lot. Gary Fair stated that Kayleen Hart, Soil and Water, contacted him about a

possible grant for that parking lot as well. Ronald Smith reminded Mr. Fair when federal funds are being used, there are special federal guidelines that must be followed.

James Crowl spoke about the home on the corner that the Commissioners would like to acquire so the county would own the entire block. Ronald Smith stated that the last purchase price was \$25,800.00. Ronald Smith requested that the matter be put on the next meeting agenda for consideration.

Tom Green and Kayleen Hart, Steuben County Soil and Water, handed out a list of projects and a preliminary budget. Mr. Green stated that they are requesting the same \$15,000.00 allocation as in previous years. James Crowl requested that Soil and Water see if they could attend the Maumee River Basin Meetings. Tom Green and Kayleen Hart said that they will see what can be done.

Denise Kreais, Rise, Inc., came to the Commissioners regarding the annual allocation that is received. Ms. Kreais stated that Rise, Inc. received an increase in their allocation in 2008 and they haven't asked for or received an increase since then. She stated that for 2016, Rise, Inc. is going to ask for an increase due to their rapid growth. Ms. Kreais stated that in the past three (3) years their client base has more than doubled and their staff has also increased. She reported that the State of Indiana is releasing Medicaid funds where before there was a wait list and they are anticipating the wait list to be depleted by 2017. Ms. Kreais stated that they have done research and they are anticipating a potential of a possible 300 new clients by 2020. She reported that approximately 36 kids will be coming out of the school system and attending RISE, Inc. in the next year. They are transferring from the CHOICE Program to come into the day services.

Ms. Kreais stated that RISE, Inc. has a workforce of one hundred (100) clients that earn paychecks and become tax paying citizens. She stated that RISE, Inc. is able to provide low cost manufacturing to local companies.

Denise Kreais stated that RISE, Inc., is requesting that the \$45,000.00 annual allocation be raised to \$60,000.00 for 2016. Ms. Kreais stated that she does not have a prepared budget; however, that will be forthcoming as their new fiscal year begins July 1.

Jessica Grossman, Executive Director, Region III-A, requested that the annual allocation of \$12,445.00 stay the same. Ms. Grossman stated that is the amount that is received from all six (6) of the member counties and that is a 50% match for a Technical Assistance Partnership Planning Grant.

Jim Penick, Steuben County Historical Society, reported that the allocation that is provided by Steuben County is approximately one third to one fourth of the Society's income. Mr. Penick stated that the Historical Society is not asking for an increase of their annual allocation. Mr. Penick stated that there are approximately 150 actively paying members and dues are whatever the person wants to contribute. He stated that they are currently working with Tom Cochran to get some pictures from Pleasant Lake as he has an extensive collection. James Crowl informed Mr. Penick that Dr. Cameron's original office is still located in Hamilton on the third block going south out of Hamilton, just north of the new Dollar General. Ronald Smith stated that he believes the Methodist Church owns it and they may be interested in working with the Historical Society on that building.

Eric Ditmars, County Park Superintendent, reported that he made up a list of things that the County Park needs addressed by the next County Park Superintendent. Mr. Ditmars stated that the boat launch is a major concern and needs to be taken care of. He stated that he spoke to Mark Strong this morning and he gave a ball park of \$170,000.00 and that would complete the boat launch and parking lot. Mr. Ditmars stated that if the parking lot is taken out of the project, the cost would decrease; however, it would cause issues with parking. Eric Ditmars also reported that he is no longer looking at trying to relocate the boat launch because of issues with the DNR; however, leasing the facility to the DNR could be a possibility. Mr. Ditmars stated that the County would give the DNR the property and have a survey done, the DNR would come in and do the improvements, but they do not allow mooring and that was an issue as that would cut back approximately 20 spots that are leased out.

Mr. Ditmars also stated that the road system in the County Park is another issue. He said that some of the parking lots were redone, re-graveled some of the areas that were previously chip and sealed, but there hasn't been much pavement put down other than on the main road. Ronald Smith stated that some of the revenue generated from the camping sites should be used to fix the road system.

Eric Ditmars also said that furnishings such as tables, chairs, etc., are needed for the proposed Community Building and money needs to be allotted for that. Ronald Smith stated that a finance and project committee needs to be formed for that.

Mr. Ditmars also said that the old office needs to be torn down and rebuilt. He said that he uses that building as his office and it is still heated in the winter.

Mr. Ditmars stated that the Utility line item needs to be increased about \$1,000.00 as well because the County Park has had violations for noncompliance in the grinder stations and they do charge to come out and fix that. He stated that he gives the campers notices, etc., from the Waste District listing items that are allowed to be discharged and not discharged. Mr. Ditmars stated it's about \$300.00 for them to come out, pull the pump and get the item out.

Kris Treadwell, Council on Aging, passed out the new brochure and reported that STAR has a new slogan, "If you don't have a car, ride STAR." Ms. Treadwell also reported that Council on Aging just celebrated their 40th Anniversary. She stated that transportation of seniors started in 1977 and 2009 is when the public transportation started. In 2009 Council on Aging had four (4) cars and one (1) van, now they have three (3) cars, seven (7) vans, two (2) small transits and one (1) more transit and two (2) more vans are on order. Ms. Treadwell stated that the personnel costs have went from \$97,000.00 in 2009 to \$178,000.00 in 2014, fuel usage went from 7,950 gallons to 13,163 gallons and vehicle maintenance cost from \$8,466.00 to \$27,200.00. She stated that according to the American Public Transportation Association, every dollar a community invests in public transportation, \$4.00 is generated back in economic return. Ms. Treadwell reported that Council on Aging provides over 20 jobs, purchases supplies and fuel locally, using public transportation saves wear and tear on the roads and reduces emissions. She stated that Council on Aging grants bring in approximately \$200,000.00 into the county and they have not asked for an increase in their allocation since 2009. Kris Treadwell stated that the amounts received have increased and with those grants Council on Aging is required to do a 50% local match so money and support is needed from the County, in addition to that a 20% local match is needed for any vehicles that are purchased. Ms. Treadwell stated that Council on Aging would request in increase to meet that required local match and increase the annual allocation by \$35,000.00 for a total amount of \$75,000.00.

The 4-H Fair Association did not submit a request for additional, so it was assumed that they wanted to keep their allocation at \$10,000.00.

Judith Marbach, Well Child Clinic, submitted a letter and attended the meeting regarding their annual allocation. Ms. Marbach stated that they are requesting the same \$3,000.00 allocation as in past years.

Rodney Renkenberger, Maumee River Basin, submitted a letter regarding their annual allocation and in that letter Mr. Renkenberger stated that they are not requesting an increase to their \$7,242.00 annual allocation.

Ed Nagle, Weights and Measures, submitted an email stating that he is requesting the same budget as he did for 2015 and does not foresee any increases in his line items.

Rick Meyer, Wood-Land-Lakes, RC&D, submitted a letter regarding their annual allocation and stated that they are not requesting an increase to the \$400.00 annual allocation.

Lee David, CAVA, thanked the Commissioners for the annual allocation of \$3,750.00 and stated that she is not requesting an increase. She stated that the Annual Allocation is a big help to the Family Ties Program. Ms. David reported that receiving those funds is very helpful as they have to show a 20% match for grants.

The Steuben County Humane Shelter submitted a letter to the Commissioners for consideration of a total allocation amount of \$96,136.00 for 2016. Ronald Smith noted that the shelter chose not to come in and have submitted information in letter form instead. Lynne Liechty stated that since the 2015 allocation is going in front of County Council, she feels that nothing should be decided yet. James Crowl said that they can go with the past history of \$18,000.00. Lori Hickey, First Deputy, stated that \$45,000.00 has been appropriated for 2015, the Shelter just hasn't accepted it yet. James Crowl stated that a new shelter could be started and turned over to a private

industry and Ronald Smith stated that is a possibility. Kim Koomler, Auditor, stated that the Commissioners own the property; however, the Shelter owns the building. James Crowl advised that the Shelter is still under contract for the property until 2025, a fifty (50) year contract that started in 1975. Ronald Smith stated that if the Shelter builds a new building, the Shelter will come with a request for even more money. James Crowl stated that if the County is going to spend \$90,000.00 on a shelter, it will be run by the County. Lynne Liechty suggested putting it on hold to see what Council decides on Tuesday.

SCURRT addressed the Commissioners and stated that they wish to keep the allocation at \$2,000.00, as in past years.

Dave Koenig, Steuben County Economic Development Corporation, submitted a 2016 funding request and informed the Commissioners that the EDC would like to keep the Annual Allocation at \$130,488.00, which is the same amount that has been received in previous years. Mr. Koenig stated that constitutes about 50% of the operating budget of the EDC. Mr. Koenig stated that the EDC continues working on the Shovel Ready Sites throughout the County and there was an inquiry recently on the Fremont site. He reported that there are also a lot of other exciting things going on as well. Mr. Koenig stated that the collaboration of Angola and Fremont was named a quarter finalist in the national America's Best Communities Competition.

STEBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, President, South District

James A. Crowl, Vice President, Middle District

Lynne A. Liechty, North District

Attest: _____
Kim Koomler, Steuben County Auditor
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