

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING  
August 15, 2016

The Steuben County Commissioners met at 8:30 a.m. on Monday, August 15, 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.

James Crowl made a motion to approve the claims submitted for payment this day totaling \$682,612.76. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the minutes from the Commissioners' Meeting on August 1, 2016. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the July 18, 2016, Commissioners' meetings which were approved at the previous meeting.

Rae Hall, Payroll, submitted the 2017 Holiday Schedule for approval. Lynne Liechty made a motion to approve that Holiday Schedule. James Crowl seconded that motion and the motion carried with three (3) ayes.

Gary LeTourneau, Communications, received verbal approval to purchase a Harris Radio System NetClock in the amount of \$1,700.00, on August 2, 2016. Mr. LeTourneau submitted that request for official approval at today's meeting. Lynne Liechty made a motion to officially approve the purchase of a Harris Radio System NetClock in the amount of \$1,700.00. James Crowl seconded that motion and the motion carried with three (3) ayes.

Sam Adams, Steuben County Airport Manager, submitted quotes for the fire extinguisher and fire alarm inspections. Lynne Liechty made a motion to accept the quote from Koorsen Fire & Security, in the amount of \$477.00, since they service all of the other County buildings. James Crowl seconded that motion and the motion carried with three (3) ayes.

Kris Thomas, Health Department, came to the Commissioners regarding the need for storage space. Ms. Thomas stated that they are running out of storage space for all of the preparedness items that have been purchased over the last three (3) years. She said that it is now being stored in her office, it is a trip hazard and more items are being purchased. Ms. Thomas said that she is trying to find any place where it is secure and organized. She said that the grant does allow for them to rent a space; however, she'd rather find a space for free.

Lynne Liechty stated that the EDC has space where they are located; however, they would want to charge rent. Commissioner Liechty said that she was approached regarding storing the items at the Airport, but they are set up for hangars and they want to lease those hangars.

Ms. Thomas said that the storage area does not have to be set at a certain temperature, it just needs to be dry and preferably be secured. Gary Fair said that they visited the Old County Home and that is not an option due to the deterioration of the building.

James Crowl requested that some research be done and that the issue be addressed at the September 6 Commissioners' Meeting.

Advanced Imaging stopped by the meeting and dropped off information on their company but did not do a presentation.

Jeremy Musser, Prosecuting Attorney, received verbal approval on August 5, 2016, to purchase computers for the IV Child Support Office, in the amount of \$14,183.00, from the Child Support Incentive Fund. Mr. Musser submitted that request for official approval at today's meeting. Lynne Liechty made a motion to officially approve

the purchase of the computers for the IV Child Support Office, in the amount of \$14,183.00. James Crowl seconded that motion and the motion carried with three (3) ayes.

Vicky Meek, EMS, submitted June, 2016 Write Offs in the amount of \$202,747.91, July, 2016 Closeouts in the amount of \$45.38 and July, 2016 Write Offs in the amount of \$132,181.30. James Crowl made a motion to approve the June and July, 2016 Write Offs and the July, 2016 Closeouts. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Tom Dougherty submitted a request for a tour of the Community Center be given to the AHS Class of 1961 on September 17, 2016, at 3:00 p.m. James Crowl stated that he would give the tour.

Donald Stuckey opened up the Proposals for the Steuben County Event Center Cleaning. Quotes were received from Shoup's Duraclean and Rowe Services. All Proposals were taken under advisement until the next County Park Board Meeting, which has not yet been scheduled.

James Crowl stated that the food heater in the Lion's Building needs to be repaired. It was requested that Frank Charlton obtain quotes to get it repaired.

James Crowl stated when 911 came into effect, all road signs were replaced and at that time, private roads were marked with a yellow sign. Commissioner Crowl asked who installed those yellow signs. Donald Stuckey stated that he believed the County installed the yellow signs. Commissioner Crowl asked if a yellow sign is knocked down or damaged, who replaces it. Donald Stuckey stated that the County would probably replace the sign. Mr. Stuckey stated that those people that live on a private road are entitled to County services and they can't get those services in a timely fashion unless their road is marked. He further stated that the yellow road signs are not for the people that live on the private road, they are for Fire, EMS, etc., to be able to locate the home.

Ronald Smith stated that there is a Sign Technician at the Highway Department and it should be mandated that the Sign Technician shall replace those signs if needed. James Crowl stated that the yellow road signs are still located in the County Right of Way so it would still be the County's jurisdiction. Donald Stuckey stated that he felt the County would have an obligation to replace those signs if they were damaged and if they are located in the County Right of Way. Ronald Smith asked that it be communicated to the Highway Department it has been determined that because of the need for the signs, for the sake of safety and location that the Sign Technician shall repair and/or replace those signs as needed.

Ronald Sudduth, Cleveland Homes, came to the Commissioners to request a waiver for certain permitting fees for his mobile home parks. Mr. Sudduth said that his mobile home parks are licensed and regulated through the State of Indiana. Further, the State of Indiana has total jurisdiction over the mobile home parks. Ronald Sudduth said that he is specifically requesting to have the Health Department and Planning Permit Fees waived. Mr. Sudduth stated that he just recently bought the parks from Bill Burns and he's trying to slowly build them back up with better quality, used homes. He said that with all of the fees, it makes it difficult to replace them because of the total cost.

Mr. Sudduth said that the mobile home parks are already licensed and he has to set the new mobile homes in the licensed locations.

Kris Thomas, Health Department, stated that the State Department of Health regulates sanitary aspects of mobile home parks. Ms. Thomas said that they are not permitting anything in the park, the County has a permitting process where a letter of non-objection is written. Kris Thomas said that it has to be verified what is being done is not conflicting or interfering with any septic tanks or wells in the mobile home park. Ms. Thomas said that people put things in, without anyone's knowledge, that are too close to wells and/or septic tanks. She said that the system was put in place to ensure that nothing is going to impede existing wells and septic tanks.

Mr. Sudduth stated that he cannot move where the mobile homes are placed and licensed to be. Ms. Thomas said that there is not a guarantee until the Health Department goes out and verifies that the homes are placed where they should be.

Donald Stuckey stated that the Commissioners do not change fees for the Plan Commission unless the Plan Commission makes a recommendation. James Crowl requested that Mr. Sudduth get on the Plan Commission's Agenda, receive a recommendation and then come back to the Commissioners.

Craig Ralston, Steuben County EDC, came to the Commissioners regarding the bids for the OCRA Grant. Donald Stuckey read a letter from Mark Becker that included the bid tabulations from Purity Cylinder Gases in the amount of \$112,818.50 and Haas Factory Outlet Midwest in the amount of \$172,613.89 for the CNC Machines. A bid was also received from 111 Design in the amount of \$24,801.54 for tables, chairs and accessories and a bid was also received from MidSolv in the amount of \$19,063.10 for computer equipment. Regional IIIA recommended that the Commissioners accept the low bids from the four (4) companies with the lowest bids. Lynne Liechty made a motion to accept the low bids as given in the recommendation letter and for the EDC to move forward. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mr. Ralston stated that the EDC is currently in the process of searching for a new Executive Director and several resumes have been received in the last couple weeks. He also reported that the EDC has been working with Ivy Tech and Workforce Development regarding grants for training.

Donald Stuckey, County Attorney, opened the annual salt bids from Morton Salt, Detroit Salt Company, Cargill Deicing and Compass Minerals. Morton Salt's bid was for \$56.85 per ton, \$113,700.00 maximum of 2,000 tons, Detroit Salt Company's bid was for \$56.96 per ton, \$113,920.00 maximum of 2,000 tons, delivered, Cargill Deicing Technologies was unable to bid and Compass Minerals' bid was for 54.49 per ton, delivered. James Crowl made a motion to take all bids under advisement and give them to Jennifer Sharkey, County Engineer, for further review and recommendation. Lynne Liechty seconded that motion and the motion carried with three (3) ayes. The winning bid will be announced at the September 6, 2016, Commissioners' Meeting.

Mike Sevits, Annex Maintenance, came to the Commissioners regarding repairs that are needed to the Annex and to EMS. Mr. Sevits stated that he had a quote done on the EMS floor as well as the Prosecutor's Office Hallway and Restroom. He said that he does not anticipate having the Prosecutor's Office Hallway and Restroom done until 2017, but would like to have the EMS floor done this year.

Mike Sevits stated that the exhaust fans at EMS North need to be repaired and he submitted two (2) quotes for that as well. Mr. Sevits stated that Van Vlerah Mechanical quoted on what they thought was needed for the air to flow properly and Lakeshore Design Center quoted only on what Mr. Sevits asked him to quote on. Mr. Van Vlerah was in the audience and explained the process and why he quoted the way he did.

Kim Koomler stated that the request for funds would have to come through as an additional at the Council Meeting in September. Ronald Smith stated that the need of funds will be presented to the Council and then if the funds are approved, then Mr. Sevits can move forward with the project. Lynne Liechty made the motion to request an additional from County Council. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mr. Sevits also requested that he be given a work cell phone. He said that everyone is calling his personal phone number and it typically is used for family only. The Commissioners denied Mr. Sevits request due to other Maintenance Supervisors not being given a work cell phone.

A letter in support of the IDEM 319 grant application for Steuben County Soil and Water was submitted for approval. James Crowl made a motion to approve the letter and to send it to Janel Meyer. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty discussed a quote that was received for the Event Center landscaping in the amount of \$465.08. Commissioner Liechty also submitted a picture of what she wants done with the landscaping. The information was taken under advisement until the next Park Board Meeting.

Tami Mosier, Purdue Extension, submitted a request to travel in a county owned vehicle with two (2) 4-H volunteers to the Indiana State Fair on Monday, August 22, 2016. James Crowl made a motion to approve that request. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Melody Kain, Steuben County Cancer Association, came to the Commissioners to request a fee waiver for the Event Center. Ms. Kain stated that they would like to have their annual fundraiser at the Event Center on October 22, 2016; however, they are completely non-profit. Ms. Kain stated that donations, fundraisers and memorials are the only source of income and for this year they are currently \$18,000.00 in the red. Lynne Liechty stated that the fees for nonprofit agencies are already fifty percent (50%) less than what the public has to pay and those fees must stay in place. Ronald Smith stated that they cannot start renting out the Event Center for nothing due to all of the other nonprofits in the area that would come and ask for a waiver as well. James Crowl stated that he would be in contact with Ms. Kain to discuss other options.

Larry Gilbert, Surveyor, was asked by William Fee to come to the Commissioners and request that the County help pay for work that is scheduled to be done to private Lane 400 Lake James. Mr. Gilbert said that work is scheduled to be done to that lane and since a school bus utilizes that lane, the landowners believe that the County should help pay for the road work. The Commissioners denied that request as it is a private lane and the County does not maintain private lanes.

Gary Manahan, Manahan Construction, came to the Commissioners to discuss the Old Jail Storm Water Separation. Mr. Manahan stated that the City of Angola is requesting that storm water be separated from sanitary water. Part of it is already separated and that was done during the remodel but they are asking that it be separated completely.

Mr. Manahan submitted a quote from Roland and Associates for the survey in the amount of \$3,400.00. He said that Roland's will do the outside separation and specify the underground storage before it goes into the storm sewer on North Wayne Street.

Gary Manahan also submitted a quote from Pranger's for engineering only in the amount of \$4,000.00. He said that if drawings are not needed, the project could be completed for between \$4,000.00 and \$6,000.00. He said that they have worked on the building before on the fire suppression system and they know the building well. Pranger's would be doing the inside separation.

Mr. Manahan stated that this work entails tearing up the entire parking lot and no quote had been requested for that portion. James Crowl said that this project could be very expensive and may have to wait until next year.

Gary Fair, Community Center Maintenance, submitted quotes to repair the Courthouse Bell Tower. Mr. Fair stated that Dennis Spidel quoted a total of \$18,550.00 and Manahan Construction quoted a total of \$18,275.00. Gary Fair stated that the priority is the balcony and the bell tower work.

James Crowl asked Mr. Fair about the shingles that need replaced. Mr. Fair said that when the repairs are done to the bell tower, it would be a good time to take a look at the shingles. Rick Meyers, Courthouse Maintenance, said that there are more shingles in the basement.

Gary Manahan stated that the flat roof on the balcony is not just paint, it is the same roof system that is on the old jail and the new jail. Mr. Manahan stated that when the renovation was done some time ago, they put a tongue and groove product up there that is like a porch floor and that will not hold the water. If it is replaced correctly, there will be a minimum of a ten (10) year warranty on that. Mr. Manahan stated that the bell tower work will take three (3) weeks with two (2) workers.

Gary Fair said that it was his opinion to fix the balcony first because that is over the front door and there are issues with that. Mr. Fair said that the bell tower could wait until spring; however, he doesn't think the shingles can. Rick Meyers said that there are some shingles laying in the gutter and they are going to come down. James Crowl made a motion to accept the quote from Manahan Construction and to request an additional from County Council. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Gary Fair also submitted information for the east side of the Community Center waterproofing and the sidewalk project. Mr. Fair said that the east wall is going to be waterproofed like everything else and the sealing of the wall will cost \$1,600.00. Mr. Fair said that Julian's Earthwork would then come in and open the wall up, install the gravel, install the French drain, hook it to storm water, back fill it and that work would not exceed \$2,500.00.

Mr. Fair submitted three (3) quotes to install the new sidewalks and dumpster pad from Farver Construction in the amount of \$12,500.00, Dennis Spidel in the amount of \$11,800.00 and Chuck's Custom Concrete in the amount of \$12,480.00. Mr. Fair stated that the dumpster pad has been separated out and MSD plans on paying for 50% of that. Gary Fair stated that if the Dennis Spidel quote was accepted, the County would pay \$9,250.00 of that due to the portion paid by MSD for the dumpster pad.

Julian's Earthwork submitted a quote for topsoil, which does not include seeding, in the amount of \$3,600.00; however, it is expected to be less than that.

James Crowl made a motion to approve the quote from Dennis Spidel, to have the work to be done on the east side of the building and have the sidewalks installed, not to exceed \$15,000.00 and to be paid from CAGIT 1110-000-3000.39. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Brett Hays, Community Corrections, submitted a request to purchase a firewall for the YIP House. Mr. Hays gave the Commissioners a quote from ENS in the amount of \$1,839.79. Lynne Liechty made a motion to approve the quote from ENS for the firewall. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mr. Hays also submitted a request to purchase fans for the Old Jail to help circulate the air. Lynne Liechty made a motion to approve that request. James Crowl seconded that motion and the motion carried with three (3) ayes.

Bill Boyer, City of Angola Engineer and Jennifer Sharkey, County Engineer, came to the Commissioners to discuss the Emergency Vehicle Pre-Emption Project. Mr. Boyer stated that he and the Mayor came to the Commissioners in December, 2013 and at that time, the Commissioners committed \$6,110.00 to the project. In June, 2016, Mr. Boyer updated Jennifer Sharkey on the latest estimate and at that time it looked like the County portion was going to be \$7,660.00. Mr. Boyer said that the bids were then received and then realized that the installation was not included. Due to that, the City decided to have the County only pay for the installation of the preemptors in the County vehicles in the amount of \$9,455.00 (\$305.00 x 31 vehicles).

Kim Koomler stated that the Public Safety LOIT would cover this if an additional is requested from County Council. James Crowl made a motion to go to County Council to request an additional \$9,455.00 in Public Safety LOIT. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey submitted NIPSCO permits #2735-RC and #2726-RC for approval. James Crowl made a motion to approve the NIPSCO utility permits. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that INDOT inspected Maple Street on July 25 and she followed up with them on August 10 regarding acceptance of the project. She stated that INDOT indicated that final seeding has to be done and the vegetation has to be acceptable before they sign off on the project.

Jennifer Sharkey reported that they had a quarterly meeting on the 200 N/827 project with INDOT last week. Ms. Sharkey said that once the environmental is approved in October, the right of way services can be done. She said that an agreement with the Railroad will also be done for the crossing on 200 N.

Ms. Sharkey submitted a quote for the Old US 27 lights by the Outlet Mall, in the amount of \$30,287.00. She said that it is quite different from the rough estimate that was received earlier. Ms. Sharkey stated that was due to the County not being able to receive the contract pricing that INDOT has. Emmett Heller has some other contacts that he plans on requesting quotes from.

Jennifer Sharkey stated that plans and bid document were done for work in the Pleasant Lake area for ADA Compliance. Ms. Sharkey said that it will be looked at next year to bid that work out.

Ms. Sharkey reported that INDOT has a small structure replacement that they are planning on US 20 at CR 650 W. She said that they are planning a seven (7) day closure of US 20 and will route the traffic accordingly.

Ms. Sharkey said that IDEM is scheduled to visit the Steuben County Event Center tomorrow to review the well permit and make sure everything was constructed as designed.

Emmett Heller, Highway Superintendent, updated the Commissioners on CR 500 S and the work being done. Mr. Heller stated that it will be chip and sealed from where they started to 327. He said that they ground the edges and scratched the road. An intermediate asphalt was used to keep the price down and it still has to be sealed, which is why they are going to have to chip and seal it.

Mr. Heller stated that weather permitting, work on Old 27 South should start the first part of next week and then after the Labor Day Holiday, the cape seal will be put on top of it. Mr. Heller anticipated that it should be completed by the 15<sup>th</sup> of September.

James Crowl asked the Highway Department about the status on yellow signs. Ms. Sharkey stated that typically the Highway Department does not put up the yellow signs because they are privately maintained roadways and street signs, stop signs and yield signs are part of that maintenance. James Crowl said that anything that lies in a county right of way should be the County's responsibility to maintain because they are there for the emergency vehicles. Donald Stuckey said that he's afraid that since they were initially installed by the County and are in the county right of way, not replacing or maintaining those signs could cause a problem. The Commissioners agreed that the Highway Department shall take care of yellow road signs that are placed in a county right of way and that intersect a County road.

Emmett Heller updated the Commissioners on the dirt roads and that he's waiting on rain to be able to grade them.

Donald Stuckey submitted the draft speed limit ordinance that was discussed at prior meetings. Lynne Liechty stated that she believes that it is best to do nothing and James Crowl also agreed with that.

Clinton Knauer, Building Department, submitted a Contract with SmartGov for new software for the Building Department. Mr. Knauer stated that the contract is for a \$25,400.00 and then there's an annual fee of \$8,100.00. The Contract was sent to Donald Stuckey for prior approval and Mr. Stuckey stated that the Contract looks fine. James Crowl made a motion to approve the Contract with SmartGov. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mr. Knauer also submitted a travel request for himself and Vina Conti to attend the OKI Regional Planning Conference from October 6-7, 2016 in Indianapolis, Indiana. Mr. Knauer said that the total costs would be \$970.00. Lynne Liechty made a motion to approve the travel request. James Crowl seconded that motion and the motion carried with three (3) ayes.

Bill Schmidt, Wood-Land-Lakes, stated that he would like to be reappointed to the Board in 2017 for three (3) years. James Crowl made a motion to approve that appointment. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Kim Koomler, Auditor, submitted an amended 2017 Holiday Schedule. Ms. Koomler stated that a day was added to the Christmas Holiday. Lynne Liechty made a motion to approve the amended 2017 Holiday Schedule. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners received the following correspondence: Indiana State Department of Agriculture re: NEWS; Indiana State Department of Agriculture re: NEWS; State of Indiana re: Lt. Governor Holcomb Announce 2016 Stellar Communities Designees; Indiana State Department of Agriculture re: Media Advisory; State of Indiana re: Lt. Governor Holcomb's public schedule for August 4-5; Indiana State Department of Agriculture re: Media Advisory; NEIndiana re: Partnership News

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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