

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
August 3, 2015

The Steuben County Commissioners met at 1:00 p.m. on Monday, August 3, 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, Steuben County Council Vice President, Donald Stuckey, County Attorney and Kim Koomler, Steuben County Auditor.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling \$723,499.78. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ronald Smith stated that on page six (6), in the top paragraph, he would like to make a correction in the minutes showing that Commissioner Crowl voted nay to the motion made by Commissioner Liechty concerning the Humane Shelter. James Crowl made a motion to approve the Commissioners' Meeting minutes from the meeting held July 20, 2015, with the correction. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the July 6, 2015, Commissioners' Meeting which were approved at the previous meeting.

Donald Stuckey, County Attorney, stated that he has received no response on the Federal Surplus Units. Kim Koomler, Auditor, stated that she received an email from Ramona Beaman asking about the status of the units. Mr. Stuckey said that he would call Ms. Beaman before he leaves today.

Carolyn Nagle, WIC, submitted a Grant Application for approval. Kim Koomler stated that it is an ongoing grant renewed every year. James Crowl made a motion to approve the WIC Grant Application. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty spoke about the keyless entry for the door to be installed at the airport. Commissioner Liechty stated that she requested two (2) quotes and she has only received one in the total amount of \$3,926.80. She stated that she was assured that the company could get it done for less than that. Commissioner Liechty stated that she would like to make a motion to install the keyless entry on the door at the airport, not to exceed \$3,926.80, to be paid from the Airport Improvements line item in the Commissioners' Budget. James Crowl seconded that motion and the motion carried with three (3) ayes.

Crystal Van Pelt, Purdue Extension, submitted a letter requesting permission to use a county vehicle to transport a group of Steuben County Master Gardeners to tour C. Raker & Sons Inc. James Crowl made a motion to approve that request. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Linda Myers, Recorder, reported to the Commissioners that she has two (2) computers in her office that need replaced. Ms. Myers submitted two (2) quotes for two (2) new computers. Linda Myers stated that the computers will be paid from her perpetuation fund. James Crowl made a motion to accept the quote from Civitas IT in the amount of \$3,144.00. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Kris Thomas, Health Department, submitted a request to purchase a poster maker, with grant funds, in the amount of \$10,394.00. Lynne Liechty made a motion to allow the Health Department to purchase the poster maker with grant funds in the amount of \$10,394.00. James Crowl seconded that motion and the motion carried with three (3) ayes.

Tony Culver, Croxton & Roe Insurance, came to the Commissioners regarding the county vehicle towing coverage. Mr. Culver stated that he sent a copy of the endorsement to the Commissioners. He said that apparently there was a situation in Indianapolis where tires were slashed and they had to get new tires. Mr. Culver stated that the bill was turned in and they will pay up to \$100.00 for a private passenger type vehicle and up to \$500.00 for any other type of vehicle, like a dump truck. Mr. Culver said that the insurance company will do one of two things, they will either tow the vehicle to a garage or they will repair it onsite. Mr. Culver stated that the insurance would cover the labor if the vehicle is fixed onsite; however, they will not tow the vehicle to the garage and pay for the labor

there. Ronald Smith requested to have a memo sent to the departments regarding this coverage. Kim Koomler suggested putting something in each of the vehicles so employees know the procedure and how it is to be handled.

Ed Nagle, Weights and Measures, came to the Commissioners regarding insurance coverage for the State owned 100 gallon prover which the State will allow him to use. Mr. Nagle said that the State is requiring the County to carry insurance on the piece of equipment if it is used. He said that the State Director said that if the Commissioners are willing to say that they will take care of repairs, if they are needed due to something happening to the prover when it is in the County's possession, we can use the 100 gallon prover. Tony Culver stated that liability insurance is automatically on the prover, but there will be a deductible of \$250.00. Tony Culver stated that it would cost approximately \$150.00 to insure the prover. James Crowl made a motion to add the 100 gallon prover to the county insurance. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Donald Stuckey, County Attorney, updated the Commissioners on the matter regarding the Osborn Lots in the Wildwood Addition from the previous meeting. Mr. Stuckey stated that under the current statutes, a certificate sale is needed. He said that there is an exception if the property is under a tear down order, but other than that, a certificate sale is needed. Mr. Stuckey said that he doesn't think it is worth having a certificate sale for one property, but if the Commissioners wanted to do it for several properties SRI could conduct the certificate sales. Kim Koomler asked if they could be done one at a time. Donald Stuckey stated that certificate sales are like a secondary tax sale. At tax sale you have to sell for the balance due and a certificate sale you can sell the properties for less than the balance due. Mr. Stuckey said that if a property does not sell at tax sale, the Commissioners get a certificate which is a lien against the property, they sell the certificate and buyers can perfect title on the property by giving proper notice and petitioning the court for a tax deed. Mr. Stuckey stated that the redemption time is a lot shorter on a certificate sale, but that requires coordination with the Treasurer and the Auditor. Donald Stuckey stated that he believed at a certificate sale the sewer liens are wiped out and it puts the property back on the tax rolls.

James Crowl made a motion for the Auditor and Treasurer to find out how many properties like this are in the County before a decision is made. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Donald Stuckey informed Mr. Spiker that the Commissioners requested that the Auditor and the Treasurer put together a certificate sale so the properties can be purchased. Mr. Spiker thanked the Commissioners for their time. James Crowl stated that it may take some time, but it is in the works and Mr. Spiker will be notified.

Jeff Bassett, Business Impressions, Inc., came to the Commissioners with his 2016 Recommended Replacements. Mr. Bassett stated that he's looking at replacing five (5) machines next year and that will result in savings at each location. Jeff Bassett stated that the total 2016 estimated costs are \$62,263.00 which is \$1,500.00 less than 2015.

Jeff Bassett stated that he's working on the Auditor's Office machine with Tami Sumney due to some issues with the scan to PC software. Other than that, he didn't believe there were any other issues. James Crowl suggested that Mr. Bassett go visit the new GIS Coordinator, TJ Kunde.

Greg Cranston, a local attorney, came to the Commissioners to see if it was possible for him to speak about a recent conversation he had with Ronald Smith. Ronald Smith stated that Mr. Cranston has been in contact with him and some others in the county regarding a proposal. Mr. Cranston stated that he is a practicing attorney in the area and he travels to a lot of different counties and most of the courthouses have a civil war cannon outside. Mr. Cranston said that he would like to get a cannon to place outside of the courthouse. He stated that there is a small space outside of the courthouse where one could be placed. Mr. Cranston said that he thought about doing a fundraiser to get a cannon as well. Greg Cranston stated that the Herald Republican has shown interest in doing a story to raise awareness and to ask for help from the public to get a cannon. He said that he has pictures of all of the cannons in the various counties and they are all authentic. Under the plaques on the cannon it dedicates them to the soldiers of the county and that is what he wanted to do with the cannon for the Steuben County Courthouse.

James Crowl stated that there is a plaque already on the monument and all of the names on the monument are from Steuben County. Commissioner Crowl stated that the monument was paid for by the Civil War Veterans

and that the monument was constructed because Steuben County sent more soldiers per capita to federal army than any other county in the nation.

Greg Cranston stated that he has not yet spoken to the Steuben County Historical Society about this project. Ronald Smith requested that he do so and bring them on board for this project. Ronald Smith asked that Mr. Cranston keep the Commissioners informed on his progress.

Gary Fair, Community Center Building Maintenance, came to the Commissioners regarding an invoice from Fort Wayne Roofing. Mr. Fair stated that there were a couple punctures and a leak on the roof and Fort Wayne Roofing did a complete inspection of the drains as well. Mr. Fair also stated that on the north exterior wall where the elevator tower meets the building, there was an issue with water on the floor. For that work, an invoice was submitted for \$780.00 and Mr. Fair would like to have the Commissioners consider taking care of the invoice since this work had to be done to maintain the integrity of the Community Center roof. James Crowl made a motion to pay the invoice from Fort Wayne Roofing in the amount of \$780.00. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Gary Fair also reported to the Commissioners on the project being done by Foursquare Solutions. Mr. Fair stated that after all the rain that we have had, the windows repairs have done quite well. Mr. Fair stated that he came up with three sectioned windows that needed to be repaired and there will be seven (7) or eight (8) of those sections and he guessed approximately \$450.00 a section. He stated that twelve (12) of the single window sections need to be repaired as well with a guessed price of approximately \$150.00 each. He stated that would include any man lift and materials that need to be purchased. Mr. Fair thought it would cost approximately \$9,000.00 for the window repairs to be completed.

Gary Fair stated that an invoice for Luther Mock's time, in the amount of \$8,532.11 was received. Commissioners decided to pay that invoice from Cum. Cap. 1138-000-4000.15.

Gary Fair also submitted two quotes for trimming trees. Mr. Fair suggested taking the low quote from M&M Tree Service in the amount of \$300.00, to be paid from his maintenance fund.

Gary Fair also stated that he spoke to Commissioner Smith and Commissioner Crowl regarding the front entry way. Mr. Fair stated that there is a trip hazard and he does not believe the entryway is safe. He stated that he has had four (4) different contractors look at the issue and he has not received any quotes. Mr. Fair said that he believes fixing it on a day the Community Center is closed would be ideal. James Crowl stated that he believes the project could be finished in one weekend; however, it may cost more during the weekend due to having a special delivery truck on a Saturday. Commissioner Crowl stated that the whole entryway needs to be replaced. James Crowl asked Gary Fair to get prices and start from there.

Gary Fair asked about the MSD Tower progress. Donald Stuckey stated that he spoke to a surveyor; however, he has not yet heard back from him because they are about six (6) to eight (8) weeks out. Donald Stuckey stated that if an old survey can be found it is possible that a legal description can be made from that, but it is not believed that there is an old survey.

Gary Fair also asked about the Washington Street property. Donald Stuckey stated that he has ordered the two (2) appraisals and he received an email asking where they pick up the key to get in to appraise the property. Gary Fair stated that the owner of that property needs to be contacted because there are people living in the home.

Lynne Liechty asked Mr. Fair how the County Park Superintendent home was coming along. Mr. Fair stated that the interior painting has been completed, except where the repairs on the doorways are needed. He stated that the duct work has been done and the home has been power washed. Mr. Fair also reported that all of the materials for the doors are in. The contractor said that he hopes to receive the guttering and roof cap materials this week. Gary Fair also stated that he has asked the contractor to pull the stool in the bathroom to check the flooring for moisture. Mr. Fair said that they were hoping the repairs would be finished the end of this month so the new County Park Superintendent could move in.

Kayleen Hart, Soil and Water, came to the Commissioners to report that Steuben County Soil and Water has just received a \$60,000.00 LARE Grant for the Fawn River Watershed. Ms. Hart also formally submitted her resignation. She stated that she has accepted a job at the USDA Farm Service Agency and that job will start August 24, 2015. James Crowl congratulated Ms. Hart on her new job and thanked her for the wonderful service she has provided. Kayleen Hart stated that they are starting interviews for her job position on Wednesday so she will be able to train the new employee.

Brett Hays, Community Corrections, and Pam Feller, Probation, submitted a grant application to the Commissioners. Mr. Hays reported that the State has set aside \$5 Million additional that Community Correction and Probation can apply for. Mr. Hays reported that the grant can pay for new Probation and Community Corrections Officers. Mr. Hays stated that the amount that is listed on the front of the grant application does not coincide with the very last page and the reason for that is because the one amount is all of the Community Correction positions and the two Steuben Probation Officers. He said that number does not include any of the LaGrange Probation Officers that would be asked for. Mr. Hays also stated that the amount for the LaGrange portion is subject to change depending on what LaGrange wants to do. Brett Hays said that for the next fiscal year, the amount will increase to \$20 Million statewide. Lynne Liechty made a motion to allow Brett Hays and Pam Feller to apply for the grant. James Crowl seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey, County Engineer, submitted Frontier Utility Permit #2738 for approval. Lynne Liechty made a motion to approve Frontier Utility Permit #2738. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that on the 200 N/200 W Project, she did meet with Mediacom last week to see what relocation efforts are still needed. She stated that Mediacom does not have a confirmed timeline for the relocation efforts because the contractor they use is about seven (7) crews short at this time. Ms. Sharkey said that Mediacom is hoping to get them in as early as Wednesday. Ms. Sharkey stated that she will be keeping in touch with them to hopefully get a better timeline so the other utility relocations happen shortly after the Mediacom relocation is finished. Ms. Sharkey also reported that the Proprietary Material Certification was approved by INDOT for the emergency vehicle pre-emption. Ms. Sharkey submitted a federal reimbursement voucher in the amount of \$16,379.76 for approval. James Crowl made a motion to approve that reimbursement voucher. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey updated the Commissions on the Bike Trail Project. She stated that they are working on a few design issues, specifically the HAWK Signal. Ms. Sharkey stated that she's meeting with INDOT on that topic as well. She reported that the curb ramps are about 80% complete and the signal work should be commencing in the near future. Ms. Sharkey stated that she has public awareness documents ready to distribute for the HAWK signal. She also submitted a federal reimbursement voucher, for the construction inspection services in the amount of \$18,521.40. James Crowl made a motion to approve the federal reimbursement voucher. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that she gave design recommendations to the consultant regarding the 200 N/SR 827 Project. She reported that the design exception is being sent to INDOT to reduce the required shoulder width from 8 feet to 5 feet. Ms. Sharkey submitted a reimbursement voucher in the amount of \$17,278.23, for the design expenses. James Crowl made a motion to approve that reimbursement voucher. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey reported that she gave the consultant the notice to proceed on the Maple Street Project. She asked Donald Stuckey if there was an update on the land transfer. Donald Stuckey stated that he hasn't received anything back regarding the land transfer.

Ms. Sharkey stated that the bridge maintenance and rehab is about 61% complete. She also reported that the summer work progress is at a recovery rate of 31% but she stated that she forgot to add CR 500 S so the percentage is actually at 34%.

Emmett Heller, Highway Superintendent, reported on the extensive patching, wedging and mowing that has been completed. Mr. Heller reported that Steve Pingry retired on July 29, 2015, and Joseph Cherry was hired; however, he quit after one day.

Emmett Heller reported to the Commissioners on the Salt Bids. He stated that four (4) bids were received. He said that he did not take the bottom two. Mr. Heller stated that the bottom bid has five (5) attachments on it, things that they want from the County, which includes buying 80% of 2,000 tons. He stated that last year just under 1,500 tons were used. Mr. Heller said that Detroit Salt had a better price, but they are not guaranteeing the 2,000 tons. Cargill also submitted a bid; however, their price was way off. Morton Salt is back this year at \$73.19 per ton, last year salt was purchased for \$78.21. Emmett Heller stated that it is the Highway Department's recommendation that they accept the bid from Morton Salt. James Crawl made a motion to accept the bid from Morton Salt. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Emmett Heller stated that the Highway Department will go back to five (5) days a week right after Labor Day.

The Commissioners received the following correspondence: DLGF re: Business Personal Tax Exemption; State of Indiana re: Proposed Renewable Volume Requirements; DHS re: FEMA Qualifications; Integrated Public Safety Commission re: Invitation to Participate; Energy Tomorrow re: Crude Exports and National Security; Enterprise Architecture re: Keynote Announced; Integrated Public Safety Commission re: Planning Event; Federal EMA re: 2015 FEMA Risk MAP Survey; IN.gov re: Invitation to a land use planning public forum involving NSA Crane; IN.gov re: Statement from Lt. Governor Sue Ellspermann on the Death of Jane Avery; NACo, 2014-2015 Annual Report; NEIndiana re: Regional Partnership and TinCaps celebrate Regional Cities Initiative; DLGF re: Guaranteed Energy Savings Contracts; State of Indiana re: From the Desk of Sue Ellspermann; NEIndiana re: Giant Flag Celebrating Regional Cities Initiative unveiled at Parkview Field.

STEBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, President, South District

James A. Crawl, Vice President, Middle District

Lynne A. Liechty, North District

Attest: _____
Kim Koomler, Steuben County Auditor

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