

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
September 19, 2016

The Steuben County Commissioners met at 8:30 a.m. on Monday, September 19, 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, Rick Shipe, Steuben County Council President, Jim Getz, Steuben County Councilman and Kim Koomler, Steuben County Auditor.

James Crowl stated that it has been brought to his attention some take home vehicles are being used too much and are being driven for personal use. Commissioner Crowl stated that County Council is very stressed about it as well. Lynne Liechty stated that take home vehicles are not supposed to be driven for personal use and that needs to be reiterated. James Crowl stated that when someone has a take home vehicle and they drive to another job or to dinner, that vehicle is being used for personal use and that is not permitted. Ronald Smith suggested sending a non-directed memo stating that personnel entitled to using a take home vehicle to please be discretionary in the use of that vehicle as expenses are becoming excessive which could cause the Commissioners to take a closer look at the take home vehicle policies. Donald Stuckey stated that sending a memo would be appropriate and it is policy to make sure they are not using it for personal use.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling \$716,495.36. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the August 15, 2016, Commissioners' meetings which were approved at the previous meeting.

Randy Brown, EMA Director, submitted paperwork from the American Red Cross for the Event Center at the last meeting. After review by the Commissioners, James Crowl made a motion to approve and sign the paperwork from the American Red Cross making the Event Center an emergency shelter. Lynne Liechty seconded that motion and he motion carried with three (3) ayes.

Michelle Herbert, Clerk, submitted the 2016 Primary Election Polling Places for approval. Lynne Liechty made a motion to approve the polling places. James Crowl seconded that motion and the motion carried with three (3) ayes.

Debbie Arnett submitted a request to the Commissioners for reimbursement of cleaning costs at the Lion's Building, in the amount of \$75.00. Ms. Arnett stated that the bathrooms required three (3) hours of cleaning before they were deemed usable for guests. Lynne Liechty stated that she would like to do some more investigation on this issue and the matter was tabled.

Brett Hays, Community Corrections, came to the Commissioners regarding an IDOC Grant Application. Mr. Hays said that none of these employees would be Steuben County employees, this is all pass through money to LaGrange so LaGrange can then pay their bills. James Crowl made a motion to approve the IDOC Grant Application, pending the decision by the LaGrange County Commissioners. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Kris Thomas, Health Department and Andrea VanEe, Public Health Nurse, came to the Commissioners regarding a WIC/Health Department Facebook page. Ms. Thomas said that Dr. Chrisman had asked them to research social media as a new avenue to get Health Department and WIC messages out to the public. She said that they have talked to various agencies and individuals to get their opinion on Facebook and how it is working for them. Ms. Thomas said that overall it seems to be a very positive tool to get messages out to the public. She said in her research, there has been one security breach attempt in Allen County but it was unsuccessful. Kris Thomas said that they will block comments from being made.

Andrea VanEe stated that Facebook will be used to promote the County website. Ms. VanEe said that the Facebook account has to be tied to an email and they would like it to be tied to a County email address. Lynne Liechty stated that she has a Facebook account for her company and it seems like a waste of time. Ms. VanEe said

that she would be able to advertise clinic changes, etc. She said that she would be setting up the account and she and Ms. Thomas would have administrative permissions. Ms. VanEe said that she would be disabling the comments so no negative comments would be made.

Tami Sumney, IT Director, stated that Facebook was open a few years ago and there was a real issue with malware that was received from a link that was shared on the Facebook page, so every computer had to be corrected which took two (2) days. After that happened, Facebook was turned off and is now blocked on the County internet. Ms. Sumney stated that there are only two (2) people in the IT Department taking care of over 200 County employees and computers. She said that they do not have a lot of extra time to deal with computers that get spyware and malware from people using Facebook.

Tami Sumney stated that she did some research as well. Ms. Sumney said that she checked all of the counties that had Health Department Facebook pages and 64 of the counties have Facebook for the Health Department. She said that she and James Schlup went to each of the pages and looked at the "likes" that they had received and compared them to the population and the average number of "likes" per page was 286. Between the "likes" per page and the average county population, there was only .4% of people actually watching any of these Facebook pages.

Ms. Sumney said that she has spoken to the Health Department to see if they could post this information on the County website or if there is something else that they need IT to help with. She also offered to help train two (2) more people in the Health Department to update the County website.

Debbie Lewis, WIC, stated that other WIC Coordinators will post things and she cannot respond and/or talk to them because it is on Facebook and that is blocked on the County computers. Ms. Lewis stated that she has WIC clients that "friend" her on her personal Facebook to ask a WIC related question. She said that she would also like to broadcast the food packet changes that are happening because anyone that hasn't been in the office within the last three (3) months has no idea what the changes are going to be.

Kris Thomas said that this can be treated as an experiment and if there are problems that arise, the matter can be revisited. Tami Sumney recommended that if the Commissioners consider this, she would like them to create a County Facebook page where different departments are allowed to post on it. Ms. Sumney said that having all of the different accounts for the different offices would take a long time to set up through the filtering. She said in her opinion it would be best to have a Steuben County Facebook page and have Erin Schiffli, Commissioners' Secretary, set it up, take care of it and allow people to post on the page from the various offices.

Lynne Liechty stated that she wants more time to consider this request. James Crowl stated that they are going to the AIC Conference and he's sure this will be a topic that is discussed.

Andrea VanEe reported that as of January 1, 2018, the Vaccine for Children Clinic is being mandated to provide a backup data logger, which is a system that monitors the refrigerator. Ms. VanEe said that currently they have one that is provided by ISDH. She said that a LAN local connection or wireless could be used for that data logger. Ms. VanEe said that they are requesting a secured wireless internet be installed to run the data logger and use for clinic growth. She submitted three (3) quotes for the data logger system and they ranged in price from \$1,100.00 to \$3,000.00.

Ms. VanEe said that currently there is an ISDH supplied monitor that is ran by a hearing aid battery; however, the Health Department is being told that ISDH is not going to supply them anymore. She said last summer they had a vaccine excursion so they only know if it is alarming if you are physically present. With the new backup logger, it would notify someone 24/7.

James Crowl recommended doing some more research on this matter. Ronald Smith asked if the Health Department has the funds. Kris Thomas stated that she does have the funds.

Tami Sumney said that she has not yet been informed about this and she's not exactly sure what this is. Ms. Sumney wants to know if this is something that she will be taking care of or if she will be involved at all. Andrea VanEe said that it comes prepackaged and she was told that IT would not have to be involved, which is why

IT was not notified. James Crowl stated that the County tried to get wireless in the Community Center before and it would only work on one side of the building.

Kris Thomas said if the Commissioners can think about it, she just wanted to open up communications because the mandate has to be complied with by January 1, 2018. Tami Sumney asked if ISDH would be supplying internet for the data logger. Andrea VanEe said that they would have to get internet service and the Health Department would most likely be purchasing it.

The Commissioners requested that the Health Department get on a future agenda when they have more information.

Tami Sumney, IT Director, came to the Commissioners with a request to purchase new monitors for the Courts from the 2013 Bond. Ms. Sumney submitted a quote from Civitas IT in the amount of \$2,496.00. James Crowl made a motion to approve the purchase from Civitas IT, in the amount of \$2,496.00. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Randy Strebbig, Board of Aviation, came to the Commissioners regarding repairs that are needed at the airport. Mr. Strebbig submitted information explaining the repairs that are needed and he said that they came in just under \$15,000.00. Mr. Strebbig stated that his biggest concerns are the masonry, paint and the gutter on the maintenance building, the hangar seals on the community hangar and the fuel container needs to be updated. Lynne Liechty made a motion to approve the repairs, just under \$15,000.00, to be paid from Airport Improvement 1112-000-4000.04. James Crowl seconded that motion and the motion carried with three (3) ayes.

Janel Meyer, Steuben County Soil and Water, came to the Commissioners regarding signs for the Courthouse and Martha and Wall Street Parking Lot Raingardens. Lynne Liechty made a motion to take Janel Meyer's recommendation on the signage. James Crowl seconded that motion and the motion carried with three (3) ayes. Ms. Meyer also asked if any county permits were needed for these signs. The Commissioners informed her that since they are inside City Limits, she needs to obtain City Permits.

James Crowl informed the Commission Board that Mike Sevits, Annex Maintenance, is getting quotes to replace carpet in the Prosecutor's Office. Commissioner Crowl stated that the carpet was bubbling and is a trip hazard.

The Commissioners scheduled another County Park Improvement Committee Meeting for Tuesday, October 4, 2016, at 8:30 a.m. in the Commissioners' Room.

Lynne Liechty made a motion to approve the minutes from the September 6, 2016, Commissioners' Meeting. James Crowl seconded that motion and the motion carried with three (3) ayes.

June Julien, Tourism Bureau, submitted a Bicentennial Day Proclamation to the Commissioners. Lynne Liechty made a motion to approve the Proclamation. James Crowl seconded that motion and the motion carried with three (3) ayes. That Proclamation states:

**COUNTY OF STEUBEN
PROCLAMATION**

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| Whereas, | in 1816, Indiana was admitted to the United States of America as the nineteenth state in the country; and |
| Whereas, | Indiana's 2016 Bicentennial Celebration aims to honor the state's 200 years of history in a way that engages all 6.5 million Hoosiers; and |
| Whereas, | the Bicentennial Torch Relay will take a 3,200 mile journey through each of Indiana's 92 counties; and |
| Whereas, | on October 2, 2016, the torch will arrive in Steuben County, carried by many of our local |

servant leaders who will be symbolically "passing the torch" to future Hoosiers; then
Therefore, be it resolved that we, Ronald Smith, James Crowl, and Lynne Liechty, Steuben County Board of Commissioners, do hereby proclaim October 2, 2016, as

**Indiana
Bicentennial Day**

in the County of Steuben, Indiana.

IN WITNESS WHEREOF, we have hereunto set our hands and caused the great seal of the County to be affixed this 19th day of September in the year of our Lord two thousand and sixteen.

Ronald Smith, President
James Crowl
Lynne Liechty

Emmett Heller, Highway Superintendent, updated the Commissioners on continuing projects at the Highway Department. Mr. Heller also reported that he has not yet found a line item to pay for the Old 127 lights from.

Mr. Heller also stated that he plans on ordering a load of salt from Compass Minerals so they can see how the process works with them.

Jennifer Sharkey, County Engineer, was not present at the meeting; however, she did submit her report to the Commissioners.

Frank Charlton, County Park Superintendent, reported that he and Kylee Harris, Assistant County Park Superintendent, have ordered polo shirts with embroidery on them to serve as their uniforms. Mr. Charlton also stated that they have three (3) paid deposits for the Event Center, they receive eight (8) to ten (10) calls a week and show the building six (6) to eight (8) times a week. He said that the parking lot is completely paved and they have the parking bumpers installed; however, they are still working on getting the striping finished.

Frank Charlton stated that he is working with Randy Brown, EMA, on an Emergency Evacuation Plan. Mr. Charlton stated that the three (3) bay sink is installed and they participated in active shooter training on Friday. Frank Charlton also stated that it was recommended that a change needs to be made to the Contract regarding active shooter situations.

Frank Charlton said that there is one camper, if he does not have his items removed by October 3, all of his items will be towed at his expense. Mr. Charlton has talked to Donald Stuckey regarding this and they have gone through the proper channels.

He said that currently there are no warmers in the Event Center. Ronald Smith stated that they need to talk about that in the next County Park Committee Meeting. Mr. Charlton stated that he will check on ice machine prices. Frank Charlton also said that something needs to be done before the October 22 event regarding a dumpster pad and dumpster.

Frank Charlton stated that he will start the winterization of the County Park and Campground on October 3. Mr. Charlton said that the official shut down will be October 1.

Mr. Charlton reported that there are some trees that need to be cut down at the County Park. He said that last weekend one of the campers stopped him and the camper is a fireman in Ohio. Mr. Charlton stated that the camper works with firefighters and they do wildfire training. The camper asked if he could bring in his crew this winter and do training. The group would also cut down the trees, free of charge. Frank Charlton stated that he was going to invite the camper to a Commissioners' Meeting regarding this matter.

Rick Shipe, County Council President, updated the Commissioners on the Emergency Vehicle Pre-Emption Project that the City of Angola is doing. He said that even though County Council tabled the matter, the City is moving forward with the project without the County. Rick Shipe stated that only EMS vehicles could be done if that is what was decided.

Rick Shipe also thanked the Commissioners for attending the Council Meeting on Wednesday and assisting in making decisions on several job descriptions that were in question due to the new law that goes into effect December 1, 2016.

Donald Stuckey reported that there was an entity where the County paid \$60,000.00 to have a bed for juveniles and the contract would have been to provide a credit. That specific company has gone out of business and the County still has a credit of approximately \$58,000.00. Mr. Stuckey stated that he did some research and this is the third company that is headed by the same person and they keep going out of business. The same man, named Hunter, in Carmel, Indiana, is starting another business in the same location. Mr. Stuckey stated that he wrote a letter to Mr. Hunter and he's pursuing the issue; however, he's not optimistic. Ronald Smith stated that he spoke to a Commissioner in Whitley County and they were in the same situation.

The Commissioners received the following correspondence: Indiana State Department of Agriculture re: Meeting Notice; St. Joe River Basin re: Agenda; Steuben County Soil & Water re: Approved Board Minutes; AIC re: AIC eNews; IN.gov re: Lt. Governor Holcomb statement on efforts by state agencies and colleges to help Hoosiers affected by ITT closure; IN.gov re: September 12 email from Commissioner Schaafsma; State of Indiana re: Bientennial Visioning Report Released; Steuben County Soil & Water re: Preliminary Agenda.

STEUBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, President, South District

James A. Crowl, Vice President, Middle District

Lynne Liechty, North District

Attest: _____
Kim Koomler, Steuben County Auditor
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