

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
September 20, 2018

The Steuben County Commissioners met at 8:30 a.m. on Monday, September 20, 2018, 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 Ruth Beer, Steuben County Councilwoman, Kim Johnson, Assessor and Kim Meyers, Steuben County Auditor.

Donald Stuckey opened the Ambulance Bids that were received. Bids were received from North Central Emergency Vehicles/Osage in the amount of \$188,828.51 and from PL Custom Emergency Vehicles in the amount of \$208,475.00. Both Bids were taken under advisement for review and recommendation by the EMS Department.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling \$506,213.21. James Crowl seconded that motion and the motion carried with three (3) ayes.

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

James Crowl made a motion to approve the minutes from the Commissioners' Meeting on September 4, 2018. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the August 14, 2018, Joint Council and Commissioners' Meeting and the August 20, 2018 Commissioners' Meeting for the Index Book, which were approved at the prior meeting.

Rae Delaney, Payroll, submitted the September 14, 2018 payroll in the amount of \$390,282.10 for approval. Lynne Liechty made a motion to approve the September 14, 2018 payroll. James Crowl seconded that motion and the motion carried with three (3) ayes.

Shelley Herbert, Clerk, submitted the 2018 General Election Polling Places for approval. James Crowl made a motion to approve the Polling Places. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Clint Knauer, Plan Commission, submitted VPW 18-04, Likens Petition to Vacate a Platted Way. Mr. Knauer said that the Petitioners own the lots on both sides and the requested received a 7-1 positive vote with one abstention from the Plan Commission. James Crowl asked if anything changed since the Plan Commission Meeting. Mr. Knauer said that nothing has changed and he has not received any phone calls on the matter.

Lynne Liechty asked why they want it vacated. Clint Knauer said that the Petitioners own all the lots on both sides and they want to build a new garage and the vacation would help them meet the setback requirements. Mr. Knauer said that the road ends at their property.

James Crowl made a motion to accept the Petition to Vacate a Platted Way VPW 08-04 Vacation Ordinance No 3145. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

**Second and Third
Readings Steuben
County, Indiana**

Vacation Ordinance No. 3145

Thereupon, County Commissioner, James Crowl moved that all rules of procedure of the County Commissioners which might prevent, unless suspended, the second and third readings of Vacation Ordinance 3145 for final passage and adoption of said Ordinances at this meeting without reading the said Ordinances in full but

reading the title only. This motion was seconded by Lynne Liechty and was on the call of the roll adopted by the following vote:

Ayes
3

Nays
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Under the suspension of the regular rules, County Commissioner, Lynne Liechty, then moved that the Ordinances be read for the second and third readings by title only and thereby be ready for passage and final adoption in this meeting. This motion for the second and third readings for final passage and adoption of said Ordinances was seconded by James Crowl and on the call of the roll was adopted by the following vote:

Ayes
3

Nays
0

The County Auditor then read aloud the title of said Ordinances for the second and third readings. Thereupon, County Commissioner, James Crowl, moved for final passage and adoption of the Ordinances in full applicable regulations to establish such Ordinances. This motion for final passage and adoption was seconded by Lynne Liechty and on the call of the roll adopted by the following vote:

Ayes
3

Nays
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The President of the Steuben County Commissioners, Ronald L. Smith, declared publicly Vacation Ordinance 3145 to have been duly passed and adopted. Thereupon, said Ordinances were signed by all members of the County Commissioners present and attested by the County Auditor. Vacation Ordinance 3145 is on file in the Auditor's office. Vacation Ordinance 3145 reads as follows:

ORDINANCE NUMBER 3145

**AN ORDINANCE OF THE STEUBEN COUNTY
BOARD OF COMMISSIONERS**

REGARDING THE VACATION OF A PLATTED ROADWAY, GREEN LAKE RESORT

WHEREAS, the Petitioner has filed a Petition for Vacation of a Platted Roadway pursuant to Indiana Code 36-7-3-12/13/;

WHEREAS, the Petitioner owns or has legal interest in certain real estate which is contiguous to the roadway or place which they propose to vacate;

WHEREAS, notice by publication to the population at large and notice by certified mail to abutting property owners has been properly made consistent with Indiana Law;

WHEREAS, the Petitioner has paid the expense of providing legal notice;

WHEREAS, the vacation of the roadway **would not** hinder the growth or orderly development of the unit or neighborhood in which it is located or to which it is contiguous;

WHEREAS, the vacation **would not** make access to the lands by means of platted way, difficult or inconvenient;

WHEREAS, the vacation **would not** hinder the public's access to a church, school or other public building or place; and,

WHEREAS, the vacation **would not** hinder the use of a public way by the neighborhood in which it is located or to which it is contiguous,

IT IS HEREBY ORDAINED BY THE STEUBEN COUNTY BOARD OF COMMISSIONERS THAT THE FOLLOWING DESCRIBED ROADWAY IN STEUBEN COUNTY, INDIANA **IS HEREBY VACATED:**

A part of the fractional Southwest Quarter of Section 19, Township 37 North, Range 12 East, Jackson Civil Township, Steuben County, Indiana, further being a portion of a 30 foot wide platted roadway located in the Plat of Green Lake Resort, recorded in Plat Book 3, Page 57, of the records of the Steuben County, Indiana, Recorder. Described as follows:

Commencing at the Northeast corner of said fractional Southwest Quarter of Section 19, thence South 89 degrees 09 minutes 30 seconds West (Bearing based on the Indiana State Plane Coordinate System NAD 83, Indiana Zone East) on the apparent North line of said fractional quarter section a distance of 1126.44 feet; thence departing said North line South 01 degrees 23 minutes 18 seconds West along the West line described in deed document #06080962 a distance of 147.00 feet to the true beginning of this description; thence continuing South 01 degrees 23 minutes 18 seconds West a distance of 41.74 feet to a point where the easterly line of said platted roadway intersects said West line of deed document #06080962; thence South 34 degrees 04 minutes 30 seconds West on said Easterly line of platted roadway a distance of 184.38 feet to a point on the Northerly line of deed document #95-02-0004; thence North 85 degrees 06 minutes 59 seconds West on said Northerly line a distance of 34.36 feet to the Southeast corner of Lot 5 in the Plat of Green Lake Resort, thence North 34 degrees 04 minutes 30 seconds East along the Easterly lines of Lot 5, Lot 4, Lot 3, and Lot 2 to the Northeast corner of Lot 2 a distance of 188.0 feet; thence Northwesterly along a curve to the left having an arc distance of 50.04 feet; said curve having a radius of 57.80 feet and chord which bears North 07 degrees 29 minutes 43 seconds East 48.49 feet to the Northeast corner of Lot 1; thence South 65 degrees 25 minutes 30 seconds East 22.00 feet; thence South 65 degrees 34 minutes 14 seconds East a distance of 7.57 feet back to the true point of beginning of this description. Subject to all legal highways, rights of way and easements of record.

THENCE, all of said vacated public roadway, described in the attached description, shall pass in fee title to the owners of Lots 2, 3, 4, & 5 of Green Lake Resort (Map# 76-05-19-320-303/304/305.000-005 & 76-05-19-320-101.000-005)

STEUBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, Chairman, South District
Lynne A. Liechty, North District
James A. Crowl, Middle District

9/20/18
First Reading
9/20/18
Second Reading
9/20/18
Third Reading

ATTEST:
Kim Meyers, Steuben County Auditor

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security Number in this document, unless required by law Vina L. Conti

Clint Knauer also submitted Z-18-03, Jeff Sheehan and John McLaughlin Rezone Petition. Mr. Knauer said that the recommendation was 8-0 in favor with one abstention. Mr. Knauer clarified that in the motion made by the Plan Commission they recommended that the Board of Commissioners place a condition on the rezone that the property shall only be used for the currently established use on the property. Mr. Knauer said that the previous owner had a business there and the new owner continued with the commercial type business of boat storage and they want to do more of that, but they wanted to get it rezoned. Mr. Knauer said that he believes it is bank driven for the loan. Donald Stuckey said that the Petitioner consented to the condition. James Crowl said that condition protects the neighbors.

Barney Blilie, 1607 N 395 W., Angola, Indiana, addressed the Commissioners regarding the Rezone Petition. Mr. Blilie said that he is concerned about the impact on the property value of his property having the business at the entrance of his home. He said that a realtor has already informed him that it would be a negative impact.

Barney Blilie said that there was some discussion about planting trees to block the residential area and he's fine with that; however, Mr. Blilie said that he was informed after the meeting that there may be some plans to tear out three of the 25' pine trees that are in his corner which would enhance the business access into the circle drive and that concerns him. Mr. Blilie said that he was hoping that the business would not use the back access into the residential cul-de-sac, but instead use the primary access from Landis Road. James Crowl said that the address of the business is off of Landis Road, not the cul-de-sac.

Lynne Liechty asked if access could be limited from the cul-de-sac so it can't be used for commercial use. Donald Stuckey said that this is a zone change petition and has nothing to do with access. James Crowl said that the owners stated that the main drive off Landis Road was used 95% of the time and the back drive was barely used. Donald Stuckey said that he would assume the cul-de-sac is a private road.

Donald Stuckey said that the property owner will have to prepare and record a covenant that states the limitations of the rezone. Donald Stuckey recommended approving the rezone on first reading and then approve it on second and third when an approved covenant is received.

Mr. Blilie said that he would like the business to have limited access through the shared drive way because of the impact it is going to have on his property. Donald Stuckey said that there is no authority to do that as this is just a rezone. Donald Stuckey said that the issue is who has access to the drive. James Crowl asked if the cul-de-sac is plowed by the County. Mr. Blilie said that it is now and it became a green signed road approximately two (2) years ago. Donald Stuckey said if that is the case, then anyone whom can get to the cul-de-sac would have the right to use it because it is a county road. James Crowl said that he understands Mr. Blilie's disagreement on this but as far as the zone change itself, the Plan Commission is trying to protect the neighbors by putting the condition on the business. James Crowl made a motion to continue on with the zone change with the fact that it can only be used as a business such as it is today and that a covenant shall be prepared by the Petitioner and approved by Donald Stuckey prior to second and third readings. Ronald Smith said that he recuses himself because he knows both of the parties and he has reasonable question that causes him to not want to vote in favor or against until it is resolved. Lynne Liechty seconded that motion and the motion carried with two (2) ayes and one (1) abstention. Ordinance Z-18-03 reads as follows:

Ordinance No. Z-18-03

It is hereby ordained by the County Commissioners of Steuben County, Indiana, that the following described real estate in Steuben County, Indiana, which is currently zoned Agricultural shall hereinafter be zoned as Local Business.

A part of the Northwest quarter of Section 17, Township 37 North, Range 13 East, Pleasant Civil Township, Steuben County, Indiana, with divided tract described as follows: commencing at a #4 rebar found at the Southeast corner of the Southwest quarter of the Northwest quarter of said Section 17; thence North 55 degrees 17 minutes 19 seconds East-402.18 feet to a rebar found; thence North 49 degrees 29 minutes 00 seconds; West parallel to the center line Landis Road-{basis of bearings per record) a distance of 389.94 feet to a rebar found; thence North 40 degrees 31 minutes 17 seconds East-220.07 feet to a point on said road center line; thence North 49 degrees 29 minutes 00 seconds West on said road center line 71.28 feet; thence departing said road, South 40 degrees 29 minutes 38 seconds West-220.03 feet to a rebar found; thence North 49 degrees 29 minutes 00 seconds West-260.10 feet to a rebar found; thence South 38 degrees 09 minutes 52 seconds West-219.51 feet to a rebar found; thence North 79 degrees 00 minutes 20 seconds West-242.21 feet to a rebar found; thence North 46 degrees 16 minutes 49 seconds West-46.39 feet to a rebar found; thence South 38 degrees 11 minutes 29 seconds West-36.25 feet to a rebar found; thence South 01 degrees 04 minutes 29 seconds West-49.81 feet to a "David Monument" set; thence South 48 degrees 42 minutes 03 seconds East-803.90 feet to a "David Monument" set on the South line of said Southwest quarter Section; thence South 89 degrees 39 minutes 57 seconds East-37.24 feet along section line

to the place of beginning (POB); containing 7.217 acres more or less. SUBJECT TO the legal rights of ways of the Landis Road and any other legal easements and/or grants of record thereon.

AND

A part of the Northwest quarter of Section 17, Township 37 North, Range 13 East, Pleasant Civil Township, Steuben County, Indiana, with divided tract described as follows: commencing at a #4 rebar found at the Southeast corner of the Southwest quarter of the Northwest quarter of said Section 17; thence North 89 degrees 39 minutes 57 seconds West-37.24 feet along the South line of said Northwest quarter of Section 17, to a David Monument" set at the point of beginning (POB); thence continuing North 89 degrees 39 minutes 57 seconds West-613.75 feet (calculated) along said section line to the Southwest corner of the 10.919 acre tract-document number 15090691, located in wet land and not found; thence North 01 degrees 04 minutes 29 seconds East-527.08 feet calculated from record dimension, to a "David Monument" set; thence South 48 degrees 42 minutes 03 seconds East-803.90 feet to the place of beginning. (POB), containing 3.713 acres more or less, subject to a legal easements and/or grants of record thereon.

Map #76-06-17-000-025.130-011

DATED: September 20, 2018

STEBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, Chairman, South District
Lynne A. Liechty, North District
James A. Crowl, Middle District

9/20/18
First Reading

Second Reading

Third Reading

ATTEST:
Kim Meyers, Steuben County Auditor

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security Number in this document, unless required by law Vina L. Conti

Clint Knauer also submitted corrected Ordinance Z-18-02 for approval. Mr. Knauer said that the original ordinance incorrectly states that the real estate was being rezoned to Industrial 2; however, it should be rezoned to Manufactured Home. James Crowl made a motion to approve the corrected Ordinance No. Z-18-02. Lynne Liechty seconded that motion and the motion carried with three (3) ayes. The corrected Ordinance Z-18-02 reads as follows:

Ordinance No. Z-18-02

It is hereby ordained by the County Commissioners of Steuben County, Indiana, that the following described real estate in Steuben County, Indiana, which is currently zoned General Business shall hereinafter be zoned as Manufactured Home.

Part of the Northeast quarter of Section 16, Township 37 North, Range 13 East, Steuben County, Indiana and more particularly described as follows: Commencing at Southeast corner of the Lot 26 in the Original Plat of Parkside Subdivision on Crooked Lake; thence South 00 degrees 14 minutes 24 seconds West 40.00 feet by extension of the Easterly line of said Lot 26 to the Point of Beginning; on the Southerly right of way line of Parkway Drive; thence South 00 degrees 14 minutes 24 seconds East; 30.54 feet along said extended easterly line to an iron pin; thence North 89 degrees 50 minutes 53 seconds West 50.02 feet to an iron pin; thence North 65 degrees 56 minutes 58 seconds West 123.85 feet to a point on the extended westerly line of Lot 25 in said Parkside Subdivision, thence North 22 degrees 01 minute 59 seconds East 28.03 feet along said westerly line to on iron pin on the Southerly right

of way line of Parkway Drive; thence South 67 degrees 58 minutes 01 seconds East 122.30 feet along said southerly right of way line to an iron pin; thence continuing along said right of way line South 89 degrees 45 minutes 36 seconds East 39.36 feet to the Point of Beginning. Containing 0.12 acre and subject to all easement and rights of way of record.

Together with part of the Northeast quarter of Section 16, Township 37 North, Range 13 East, Steuben County, Indiana and more particularly described as follows: Commencing at Southeast corner of Lot 26 in the Original Plat of Parkside Subdivision on Crooked Lake; thence South 00 degrees 14 minutes 24 seconds West 70.54 feet by extension of the easterly line of said Lot 26 to the Point of Beginning; thence South 00 degrees 14 minutes 24 seconds West 40.00 feet; thence North 89 degrees 50 minutes 48 seconds West 199.40 feet to a point on the extended westerly line of Lot 25 in the Original Plat of Parkside Subdivision on Crooked Lake; thence North 22 degrees 01 minute 59 seconds East 97.17 feet along said westerly line, thence South 65 degrees 56 minutes 56 seconds East 123.85 feet; thence South 89 degrees 50 minutes 53 seconds East 50.02 feet to the Point of Beginning, containing 0.25 acre. Subject to all easements and rights of way of record.

Map #76-06-16-000-002.190/002.200-011

DATED: August 6, 2018

STEBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, Chairman, South District
Lynne A. Liechty, North District
James A. Crowl, Middle District

ATTEST:

Kim Meyers, Steuben County Auditor

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security Number in this document, unless required by law Vina L. Conti

Clint Knauer submitted Hillside Acres Plat for signature.

Lynne Liechty made a motion to officially approve the purchase of a Windsor 14" Vacuum for the Community Center in the amount of \$625.97. James Crowl seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to approve the Executive Session Statements from the Executive Sessions held on Friday, September 7, 2018, Tuesday, September 11, 2018 and Friday, September 14, 2018. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the amended Real Property Lease for the 76 Park with the DNR. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Attorney Dustin Glick and Rick Weaver came to the Commissioners regarding the Lake George Conservancy District. Attorney Glick presented an Ordinance to the Commissioners that was prepared by Bill Eberhard. That Ordinance listed the initial Board of Directors as follows:

- Area 1: Gary Zandstra – 240 Lane 130 Lake George, Fremont, IN 46737
- Area 2: Dave Sorg – 160 Lane 140 E., Lake George, Fremont, IN 46737
- Area 3: Tom Strasser – 595 Lane 201, Lake George, Fremont, IN 46737
- Area 4: Rex Melchi – 460 Lane 201B, Lake George, Fremont, IN 46737
- Area 5: Jim Gallogly – 580 Lane 301, Lake George, Fremont, IN 46737

James Crowl made a motion to approve Ordinance No. 916. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

**Second and Third
Readings Steuben
County, Indiana**

Ordinance No. 916

Thereupon, County Commissioner, James Crowl moved that all rules of procedure of the County Commissioners which might prevent, unless suspended, the second and third readings of Ordinance 916 for final passage and adoption of said Ordinances at this meeting without reading the said Ordinances in full but reading the title only. This motion was seconded by Lynne Liechty and was on the call of the roll adopted by the following vote:

Ayes
3

Nays
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Under the suspension of the regular rules, County Commissioner, Lynne Liechty, then moved that the Ordinances be read for the second and third readings by title only and thereby be ready for passage and final adoption in this meeting. This motion for the second and third readings for final passage and adoption of said Ordinances was seconded by James Crowl and on the call of the roll was adopted by the following vote:

Ayes
3

Nays
0

The County Auditor then read aloud the title of said Ordinances for the second and third readings. Thereupon, County Commissioner, James Crowl, moved for final passage and adoption of the Ordinances in full applicable regulations to establish such Ordinances. This motion for final passage and adoption was seconded by Lynne Liechty and on the call of the roll adopted by the following vote:

Ayes
3

Nays
0

The President of the Steuben County Commissioners, Ronald L. Smith, declared publicly Ordinance 916 to have been duly passed and adopted. Thereupon, said Ordinances were signed by all members of the County Commissioners present and attested by the County Auditor. Ordinance 916 is on file in the Auditor's office. Ordinance 916 reads as follows:

**COUNTY OF STEUBEN
BEFORE THE BOARD OF COMMISSIONERS**

ORDINANCE NO. 916

**AN ORDINANCE CREATING AN INITIAL BOARD OF DIRECTORS FOR
THE LAKE GEORGE CONSERVANCY DISTRICT**

WHEREAS, the Steuben Circuit Court entered an Order dated August 24, 2018, and entered of record on September 4, 2018, that the Lake George Conservancy District has been established, and that the Board of Commissioners should appoint a Board, pursuant to LC. 14-33- 5-1.

WHEREAS, the Board of Commissioners, having received said Order, and recommendations from the Lake George Cottagers Association, does hereby appoint the following directors for the areas represented, and directs said Board to meet and select officers and assign or determine term limits, as ordered by the Steuben Circuit Court;

- Area 1: Gary Zandstra**
Lake and Mailing Address: 240 Lane 130 Lake George Fremont, IN 46737
- Area 2: Dave Sorg**
Lake and Mailing Address: 160 Lane 140 E, Lake George
Fremont, IN 46737
- Area 3: Tom Strasser**
Lake Address: 595 Lane 201, Lake George,
Fremont, IN 46737
Mailing Address: 1559 Heatherwae Loop, Powell, OH 43065
- Area 4: Rex Melchi**
Lake Address: 460 Lane 201B, Lake George
Fremont, IN 46737
Mailing Address: 8520 Ramshire Lane, Fort Wayne, IN 46835
- Area 5: Jim Gallogly**
Lake and Mailing Address: 580 Lane 301, Lake George
Fremont, IN 46737

ALL OF WHICH IS DULY ORDAINED this 20th day of September, 2018.

STEBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, Chairman, South District	<u>9/20/18</u>
Lynne A. Liechty, North District	First Reading
James A. Crowl, Middle District	<u>9/20/18</u>
	Second Reading
	<u>9/20/18</u>
	Third Reading

ATTEST:
Kim Meyers, Steuben County Auditor

Alicia Van Ee, Chief Administrator for the Health Department, informed the Commissioners that the Health Department has a grant for public health preparedness and she believes that trauma kits would be beneficial for the public. She said that they are almost like a first aid kit, but she thinks they would be valuable installed in the Community Center and at the Event Center. Ms. Van Ee said that she is looking for permission from the Commissioners to install them in the buildings. Ronald Smith asked if employees would need training to use the kits. Alicia Van Ee said that the kits are all inclusive and they come in a plastic case with vacuum sealed packages that are ready to use.

Ms. Van Ee said that she has spoken to EMA about the installation of the kits. Rodney Snyder said that these kits are similar to what they are installing in schools. Donald Stuckey said that there should not be a liability issue.

Alicia Van Ee said that the grant is good for two (2) or three (3) kits. James Crowl said that he would promote installing three (3) of the kits and recommended installing one in the Courthouse. Kim Meyers asked if the building has to be a designated shelter. Ms. Van Ee said that was a discussion with the EMA Director and if the Commissioners feel there is another location that would benefit, it would be a good idea to install the kit. James Crowl made a motion to install trauma kits in the Community Center, Event Center and the Courthouse. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Kirk Harmon, Lake Gage/Lime Lake Association Treasurer and Executive Director, came to the Commissioners regarding permission to install a "Welcome to Lake Gage" sign that would be located at the entrance into Lake Gage from Orland Road. Mr. Harmon said that the sign will be etched on a large rock. He said that the site is located on property owned by Sally Longville and she has given approval for the project. Mr. Harmon gave paperwork to the Commissioners showing the type of sign they are wanting to install and the location of it. He said that the rock will be positioned approximately two (2) feet away from the guard rail and would be a minimum of four (4) feet away from the road.

James Crowl asked if the location of the proposed sign is located in the County right of way. Lynne Liechty said that she thought it was. Commissioner Crowl said that he has no objection to the proposed sign as long as it is not in the County right of way. He said that if it is in the County right of way, the Commissioners are responsible for someone hitting it. Kirk Harmon asked how to find out where the County right of way is located. The Commissioners told him to reach out to Jennifer Sharkey, Highway Engineer.

Mr. Harmon said that he had stopped at the Highway Department and Ms. Sharkey told him to address the Commissioners. He said that it was his understanding at the last meeting, Ms. Sharkey brought up the matter and that's when he learned no rock would be allowed in front of the guard rail. Mr. Harmon asked for approval contingent upon the fact that it is not in the County right of way. Donald Stuckey said that around the lakes there is always the issue that the center line of the right of way is not necessarily the center of the road, but Jennifer Sharkey could find out for sure. James Crowl said that if Jennifer Sharkey doesn't know for sure, a legal survey may need to be done. Ronald Smith said that Jennifer Sharkey will give the final green flag on this issue. James Crowl made a motion that permission for the proposed sign is granted as long as it does not lie in the County's right of way. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Bill Schmidt asked if the Plan Commission would have to approve the sign. Mr. Harmon was directed to speak to the Plan Commission regarding the sign.

Brent Aldrich, EMS, addressed the Commissioners regarding the two (2) ambulance bids. He said that both of the ambulances are comparable and they both essentially meet the idea of the bid; however, one is 10% higher in price. He said that there are small differences that he does believe justifies the price difference. He said that the warranties are very similar and there are differences in the service requirements. Mr. Aldrich said that the only structural concern with the Osage Ambulance is that all of the exterior panels are glued on with a high quality adhesive instead of being welded on.

Brent Aldrich recommended accepting the PL Custom Bid in the amount of \$208,475.00 because of the service factor and attention to detail such as lighting, handles on exterior cabinets, etc., that are included with this ambulance and are not included on the other bid.

Lynne Liechty clarified that the high bid is \$208,475.00 plus another \$25,000.00 for the power load installation and the low bid is \$188,000.00 plus the power load for \$25,000.00.

Lynne Liechty said that this has to go to Council and a new EMS Director is going to be appointed so she thinks the new Director should make the decision. James Crowl said that they need an ambulance now. Erin Schiffli stated that \$166,500.00 is currently in the budget. Kim Meyers said that was the reimbursement on the totaled ambulance from insurance. Ms. Meyers said that an additional was submitted to Council; however, it was put on hold until more information is received.

Lynne Liechty said that she feels that it is overkill and she believes that the new Director should have a say in this decision. James Crowl made a motion to accept the recommendation of the EMS personnel to accept the bid for the PL Custom Ambulance in the amount of \$208,475.00. Ronald Smith seconded that motion and the motion carried with two (2) ayes and one (1) abstention.

Emmett Heller, Highway Superintendent, submitted a reimbursement voucher on the 200 N/SR 827 Project. James Crowl made a motion to approve the reimbursement voucher. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mr. Heller also submitted Frontier Utility Permit #2820 and Frontier Utility Permit #2821 for approval. James Crowl made a motion to approve the Utility Permits. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mr. Heller also submitted a road cut permit for VanGordon #2744RC for approval. Lynne Liechty made a motion to approve the Utility Permits. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mr. Heller informed the Commissioners that he has locked in diesel fuel at \$3.1329 per gallon from October 1, 2018 until December 31, 2018.

Emmett Heller reported that Jesse Barrow and Frank Charlton were discussing storing Highway Equipment in Rensch Hall at the County Park, but that building may be unavailable due to renovations. Mr. Heller asked if anyone knew of a barn that the Highway Department could rent as there are several pieces of equipment that need to be taken out of the snow. Lynne Liechty recommended that Mr. Heller contact the EDC.

Frank Charlton, County Park Superintendent, said that it was a very busy weekend at the County Park.

Mr. Charlton reported that the DNR has moved a power hoe to the 76 Park. He also said that all of the dirt that they are taking out to install the ramp will be dumped at the beach area.

Frank Charlton said that they have officially closed down the Fair Grounds and water lines have been blown out.

Frank Charlton said that the 4-H Fair Board said that they have \$26,000.00 available to put towards the Rensch Hall renovations. Kim Meyers said that they are supposed to receive more quotes before they come to County Council.

Bill Schmidt asked how much money is going to be generated at the rental hall this year. He said that there is a lot of discussion whether it would be paying for itself. Mr. Schmidt asked if anyone knows where it stands right now. Bill Schmidt said that it would be interesting for the people to know how that investment is paying out in cash to the County. James Crowl said that he would like to see an escrow fund so funds are put back into the Park fund to promote things in the future because there is an excess of money coming in.

Rick Bristol, 3630 N. St. Rd. 827, submitted a plat for the Shawnee Trails Subdivision for signature. Lynne Liechty made a motion to sign the plat for Shawnee Trails Subdivision. James Crowl seconded that motion and the motion carried with three (3) ayes.

Brett Hays, NICC, submitted TANF Grant Requests for Reimbursement for Period 12 of FY 2018 in the amount of \$1,620.00 and for Period 1 of FY 2019 in the amount of \$107,257.50 for approval. James Crowl made a motion to approve the TANF Grant Requests for Reimbursement. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mr. Hays also reported that more mold has been found in the Community Corrections Building and fixing it would cost additional money. He also stated that air quality test had to be performed as well. In addition to that, Mr. Hays said that the air conditioning unit needed to be repaired. Mr. Hays requested that the Commissioners pay half of those bills which amounts to \$1,336.03. James Crowl made a motion to approve paying half of the invoices in the amount of \$1,336.03 from Cum. Cap. 1138-000-4000.15. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Brett Hays informed the Commissioners that there is now mold around the vents in the office area and he is getting quotes for duct cleaning.

Mr. Hays said that he wanted to inform the Commissioners that NICC is in need of a new vehicle due to high mileage and high repair costs. He requested that the Commissioners keep NICC in mind the next time a retired vehicle becomes available.

Mr. Hays also stated that he has two (2) glass doors with frames and two (2) steel doors without frames and he wasn't sure what to do with them. Ronald Smith stated that Mr. Hays could store them in his building on Bellefontaine Road until the online auction.

Teresa Ulmer, EMS Office Manager, submitted August Closeouts in the amount of \$7,623.60 and August Write Offs in the amount of \$201,379.71 for approval. Lynne Liechty made a motion to approve the August Closeouts and Write Offs. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve the Administrative Meeting Memorandum for the Administrative Meeting held on Thursday, September 13, 2018, at 10:00 a.m. James Crowl made a motion to approve the Administrative Meeting Memorandum. Ronald Smith seconded that motion and the motion carried with two (2) ayes.

Ronald Smith said that there has been too many claims against the County Liability Insurance and the Commissioners need to sit down and have a discussion concerning the matter. Commissioner Smith said that the people that utilize the County vehicles should have to go through some sort of safety meeting that would be conducted through the insurance company or someone else because we are at risk of being canceled by the Insurance Company. James Crowl said that his feelings are that anyone that has a take home car and does damage after hours is responsible for that insurance deductible. Kim Meyers said that the \$500.00 deductible for collision is going up to \$2,000.00. Donald Stuckey said that the insurance is on the vehicle, not on the person, so the Commissioners could adopt a policy that if they take home a vehicle that they are responsible for damage occurred after hours, but they can't be forced to pay because it isn't their vehicle. Kim Meyers said that there are a lot of things that need to be looked at before a decision is made. Lynne Liechty said that there are moderators/GPS systems that track the speed, location, etc.

Crystal Dadura, HR Director, said that they spoke about a county wide vehicle policy that would address everything. Kim Meyers said that she spoke with Bliss McKnight at the AIC Conference and they do have training courses that are offered as a part of the whole package. Ms. Meyers said that Steuben County worked with them previously, they were great and they would come in and do training for Highway, Sheriff, etc. She said that they would be happy to come and speak to the Commission Board.

Kim Meyers asked if the Commissioners were going to accept the 6.5% increase in the insurance rates or if they are going to shop around. Donald Stuckey stated that if the Commissioners will be discussing policy, there will have to be a public meeting notice done.

The Commissioners decided to schedule Bliss McKnight for 3:00 p.m. on October 1, 2018, during the regularly scheduled meeting.

The Commissioners requested that Crystal Dadura continue drafting a vehicle policy. James Crowl said that the people that use the vehicles afterhours need to be held responsible. Kim Meyers said that the only people that use the vehicles after hours are the Commissioners, maybe one (1) or two (2) department heads and the Sheriff's Department, but that's a separate matter. Donald Stuckey said that they are the Commissioners' vehicles, they have to be insured, but the Commissioners will have a fight on their hands if the Sheriff's Department is told that they cannot take their vehicles home. James Crowl said that the Sheriff's Department was told years ago that they could take the vehicles home and leave them, but now it has expanded to the point of driving the vehicles wherever they want to go. Mr. Stuckey said that the Commissioners need to reassert the policy. He said that he understands why the Sheriff's Department takes the vehicles home and why they use them to come back to work, but he doesn't understand why they would be using the vehicles to go to Wal-Mart.

Ronald Smith said that all Department Heads that would be affected by a vehicle policy should be included in the discussions.

Vina Conti and Rick Bristol came back to the Commissioners regarding the plat for the Shawnee Trails Subdivision. Ms. Conti said that the plat needs to be on Mylar and the Recorder will not accept it the way it is now. She asked when they get the Mylar from the Surveyor, would it have to come back to the Commissioners or can the individuals come and sign? Donald Stuckey stated that the individuals can come and sign it.

Randy Strebig, BoAC, submitted a grant application in the amount of \$275,000.00 for approval. Lynne Liechty made a motion to approve the grant application. James Crowl seconded that motion and the motion carried with three (3) ayes.

Marylyn Ernsberger, Attorney at Law, submitted a letter requesting the Commissioners to take a reduced settlement on an EMS bill for one of her clients. Donald Stuckey recommended that the Commissioners reject the offer. James Crowl made a motion to follow the recommendation of the County Attorney and reject the offer made by Attorney Ernsberger. Lynne Liechty seconded that motion and the motion carried with three (3) ayes. Donald Stuckey stated that he would draft a response to Attorney Ernsberger.

James Crowl said that three (3) lots have been sold at the cemetery and the person would like to pay for the lots, but he wasn't sure who writes up the bill and how it should be documented. Donald Stuckey said that typically they get a cemetery deed and some counties record them. Mr. Stuckey said that the State passed a law twenty (20) years ago that a permanent cemetery record is required and if the plotted lots are not set forth in a document, a survey needs to be done. James Crowl submitted a chart and Mr. Stuckey said that qualified as the record that is required by State law. Mr. Stuckey said that he would draft new Rules and Regulations for the next Commissioners' Meeting.

Erin Schiffli stated that Jennifer Sharkey made amendments to the Buggy Plate Ordinance. Ruth Beer said that when the Ordinance came to County Council, the slow moving vehicle emblem and flashing lights provisions were added. Ronald Smith asked if anyone has talked to the Amish Community. Ruth Beer said that she has not and does not have a person of interest to speak to. Ms. Beer said that the Sheriff's Department said that there is going to be a lot of educating at first. The Commissioners requested that the updated Ordinance be added to the next meeting agenda.

Gary Fair, Community Center Building Manager, submitted a proposal from Koorsen Fire and Security for troubleshooting the existing fire panel in the amount of \$350.00. Lynne Liechty made a motion to accept the proposal from Koorsen. James Crowl seconded that motion and the motion carried with three (3) ayes.

Erin Schiffli informed the Commissioners that after an audit of the Insurance Policy and County owned equipment, it was found that several of the V Plows at the Highway Department are not covered under the currently insurance policy. The Commissioners requested Ms. Schiffli to check with Jeff Sine, Croxton and Roe Insurance, to see how much extra a year it would cost.

James Crowl made a motion to officially approve repairs to the Commissioners Tahoe in the amount of \$1,400.00. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Erin Schiffli submitted an Ordinance Abandoning Road Right of Way for signature. Ms. Schiffli stated that this Ordinance was approved at the November 20, 2017, meeting; however, neither she nor Donald Stuckey could locate the original. Ms. Schiffli said that another original needed to be signed and notarized for the Ordinance file kept in the Auditor's Office. The Commissioners signed the document and Donald Stuckey notarized the document.

James Crowl asked if a Well Agreement was found for EMS North. Ms. Schiffli said that she could not locate an agreement. Donald Stuckey said that he would draw up an Agreement for the shared well at EMS North.

Matt Brinkman, Region IIIA, submitted a Workforce Development Grant Claim Voucher for approval. Lynne Liechty made a motion to approve the Claim Voucher. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Schiffli informed the Commissioners that she has been working on the application for Southeastrans for the non-emergent transfers through Medicaid. She said that she has obtained most of the information that is required;

however, EMS is working on some paperwork and Southeastrans is also requesting Ronald Smith's personal information. Ronald Smith informed Ms. Schiffli that it is okay to give Southeastrans his date of birth.

Lynne Liechty made a motion to offer EMS Director Applicant #1 the position. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners received the following correspondence: Vanessa Hurtig – Parking Map for Meetings; Robin Kemp re: Machindoh Aquifer; Vanessa Hurtig re: Caucus Meetings; Janel Meyer re: Approved Steuben Board Meeting Minutes; Janel Meyer re: Board Meeting Agenda; Ron Everitt – Correspondence; ISO re: Building Code Effectiveness Grading Schedule.

STEUBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, President, South District

James A. Crowl, Vice President, Middle District

Lynne Liechty, North District

Attest: _____
Kim Meyers, Steuben County Auditor
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