

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
September 5, 2017

The Steuben County Commissioners met at 1:00 p.m. on Tuesday, September 5, 2017, 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, Jim Getz, Steuben County Councilman and Kim Meyers, Steuben County Auditor.

James Crowl made a motion to approve the claims submitted for payment this day totaling \$303,219.99. 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 21, 2017. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners signed the minutes from the August 7, 2017, Commissioners' Meeting for the Index Book, which were approved at the prior meeting.

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

Donald Stuckey opened the quote for Dumpster and Trash Pick-up at the Steuben County Buildings. Mr. Stuckey stated that only one timely quote was received and that was from Republic Services and one quote was received late from Noble County Disposal, Inc. Lynne Liechty made a motion to accept the quote from Republic Services. James Crowl seconded that motion and the motion carried with three (3) ayes.

Gary Fair, Community Center Building Manager, submitted two (2) quotes for new parking blocks. James Crowl made a motion to accept the low quote from Auburn Concrete Products in the amount of \$549.80, to be paid from Building and Equipment Repairs 1000-068-3000.39. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mike Sevits, Annex Maintenance, requested official approval on the repair of parking lot lights at the Annex. Lynne Liechty made a motion to officially approve that repair in the amount of \$500.00. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Potawatomi Snowmobiler's Club requested permission to run their trail through the County Park again for the 2017-2018 winter season. Lynne Liechty made a motion to approve that request. James Crowl seconded that motion and the motion carried with three (3) ayes.

Clint Knauer, Plan Commission, submitted Ordinance 3138 to the Commissioners regarding an Alleyway Vacation in CW Goodale's Addition to the Village of Metz. Mr. Knauer said that Bernard and Violet Wogoman went to the Plan Commission regarding this vacation and the Plan Commission passed it to the Commissioners with a 5-0 favorable vote with one (1) abstention. James Crowl thanked the Wogoman's for tidying up the properties and he made a motion to approve Ordinance 3138. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

**Second and Third Readings
Steuben County, Indiana
Vacation Ordinance No. 3138**

Thereupon, County Commissioner, Lynne Liechty moved that all rules of procedure of the County Commissioners which might prevent, unless suspended, the second and third readings of Steuben County Vacation Ordinance No. 3138, 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 James Crowl and was on the call of the roll adopted by the following vote:

Ayes
3

Nays
0

Under the suspension of the regular rules, County Commissioner, James Crowl, 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 Lynne Liechty 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 Vacation Ordinance No. 3138, 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 No. 3138 is on file in the Auditor's office. Vacation Ordinance No. 3138 reads as follows:

ORDINANCE NUMBER 3138

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

**REGARDING THE VACATION OF A PLATTED ALLEY WAY, CW GOODALE'S ADDITION TO THE
VILLAGE OF METZ**

WHEREAS, the Petitioner has filed a Petition for Vacation of a Public Way pursuant to Indiana Code 36-7-3-12/13/16;

WHEREAS, the Petitioner owns or has legal interest in certain real estate which is contiguous to the public way 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 public way **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 PUBLIC WAY IN STEUBEN COUNTY, INDIANA **IS HEREBY VACATED:**

The fifteen (15) foot platted public alley way located between Lots 14, 15, & 16 of CW Goodale's Addition to the Village of Metz, Section 32 of York Township.

THENCE, all of said vacated public way, described in the attached description, shall pass in fee title to the owners of Lot 14, 15, & 16, (Map# 76-08-32-330-106/107/108.000-021)

STEUBEN COUNTY BOARD OF COMMISSIONERS

9/5/17 First Reading	Lynne A. Liechty Northern District
9/5/17 Second Reading	Ronald L. Smith, President Southern District
9/5/17 Third Reading	James A. Crowl, Central 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

Randy Strebog, BoAC, stated that there are three (3) open grants that have been approved, two (2) are left from the previous Board and one (1) is from the current Board for the PAPI's. Mr. Strebog stated that they are \$13,543.70 short on local match funds for those grants. Kim Meyers, Auditor, stated that the whole reason for this shortage of funds is because leftover funds from 2016 were not encumbered for 2017. Mr. Strebog said that the Federal Grant approval is not in line with the County Budget Process and that further complicates things. He said that because of that, they work from a five (5) year document called a CIT, which is a moving document, but it provides the outlook. Randy Strebog reported that he is comfortable where they are currently for the grant match funds in 2018. Lynne Liechty made a motion to permit Mr. Strebog to go to Council for the \$13,543.70 for grant match funds. James Crowl seconded that motion and the motion carried with three (3) ayes.

Randy Strebog stated that four (4) grants that have been set up for this year likely won't happen; however, the runway, taxiway surface and painting project could still be done and the FAA will reimburse the County in 2018. Mr. Strebog stated that it is a 94% reimbursement, but the \$173,000.00 has to be paid for upfront. The Commissioners decided to wait on that project.

Mr. Strebog also reported that the Airport's Automated Weather System, which was installed over thirty (30) years ago, is no longer working. This equipment gives pilot's the visibility, ceiling and wind information while landing. He said that this is a big safety concern and going into winter, if this system is not working, air traffic will likely divert to some other airport. Mr. Strebog said that not only does the aviation community use it, but Emergency Services and local news channels use it for reporting as well. He said that the AWOS System is a higher priority than repairing the runways at the current point in time.

Randy Strebog stated that the FAA shows little interest in providing a grant to install the AWOS System. Due to that, the BoAC can either follow the process that allows them to receive a reimbursement which would cost 30-40% more up front or the County could take this on without the FAA involvement and it would cost approximately \$80,000-00 - \$135,000.00. Jim Getz, Steuben County Councilman, spoke and recommended that the Commissioners look at purchasing and installing the AWOS without FAA involvement. Councilman Getz also said that if a band aid could be put on the crack situation and go into next year, it is his understanding that in a few more years, grant funds for a completely new surface will be available. Kim Meyers stated that if an additional is requested from the CEDIT budget, it will have to go to County Council first. Lynne Liechty made a motion to submit an additional request to County Council from the CEDIT budget in the amount of \$135,000.00. James Crowl seconded that motion and the motion carried with three (3) ayes.

Randy Brown, EMA Director, submitted an updated Agreement from the Red Cross to use the Event Center as a triage center if needed. James Crowl made a motion to approve the Agreement from the Red Cross. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Frank Charlton and Kylee Harris, County Park, reported that the new horse arena fence has been installed and looks good, the calcium chloride has been laid on the roads in the County Park and they are still working on the 76 Park pavilion parking lot quotes.

Mr. Charlton requested to have the Steuben County Park Campground a "reservations only" campground. He said that it would be easier to keep track of campsites and who belongs on each campsite. James Crowl made a motion to make the Steuben County Park Campground a "reservations only" campground effective January 1, 2018. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Frank Charlton also requested that the due date for seasonal camping fees be changed to April 1 instead of May 1. He said that it would help in the organization of the campsites and boat slips. Lynne Liechty made a motion to approve changing the due date of the camping fees. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mr. Charlton stated that they would like to look at obtaining a credit card machine to be used at the County Park. The Commissioners requested that Mr. Charlton and Ms. Harris do more research on the issue and bring it to the next meeting.

Lynne Liechty requested that Donald Stuckey check the current rental contract for the Event Center. Currently the damage deposit is only \$100.00 and if the damages exceed that amount, Commissioner Liechty wanted to know if the County has the right to bill the people responsible.

The Commissioners requested that a Park Board Meeting be scheduled for some time in October.

Frank Charlton inquired whether the guard rails at the 76 Park entrance would go away when the DNR leases the ground. Kylee Harris said that you could not get a boat through the current gate. James Crowl said that if the DNR needs the right of way, they will receive it and if they wish to remove the guard rail, they will do so at their cost. Erin Schiffli stated that the DNR is still working on the survey for the area that they are to be leasing. She also stated that Foresight is still working on the perimeter survey requested by the Commission Board. Ronald Smith requested that Ms. Schiffli advise the DNR and Foresight that the Commissioners would like to see both surveys when completed.

Ms. Harris stated that they are still having issues with the address of the Event Center not coming up on GPS.

Jennifer Sharkey, Highway Engineer, submitted NIPSCO utility permit #2787 and Frontier utility permits #2788 and #2789 for approval. James Crowl made a motion to approve NIPSCO utility permit #2787 and Frontier Utility Permits #2788 and #2789. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that she met with GAI last week to review the draft inspection contract. She said that they will be revising the contract based on their discussion. Jennifer Sharkey said that the initial fee was a little too high to accept so GAI is reviewing their numbers. Ms. Sharkey submitted a reimbursement voucher for preliminary engineering and right of way work. Lynne Liechty made a motion to approve the reimbursement vouchers. James Crowl seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey submitted a list of three (3) projects that are currently coming out of Major Moves and the anticipated funds that are needed over the next three years, which are not budgeted for at this time. Ms. Sharkey said that those projects include: 200 N/827 for the inspection and construction in 2018, Bike Trail Phase II for the remaining engineering and construction and the 200 N/I-69 project. Ms. Sharkey stated that she has a meeting with INDOT on September 14 for the 200 N/I-69 Project and at that time she will need to direct them on what is happening.

Kim Meyers stated that she can't guarantee that the money needed for these projects will be available. Ms. Meyers said that there is CEDIT money that could be used; however, there is a large increase in MVH and half of those funds from the new gasoline tax should be used for roads. She said that the State put a hold on that because there is discussion on what the definition of construction is.

James Crowl asked how much the north end of the Bike Trail is actually being used. Ronald Smith and Lynne Liechty both said that they see people using it. Commissioner Smith said that once the Bike Trail is attached to Pokagon State Park, they will see a considerable increase in the use.

Jennifer Sharkey stated that she's afraid that if they have to return grant funds for a project, it could cause difficulty for Steuben County in obtaining grants in the future.

Kim Meyers stated that the Commissioners should seriously consider their CEDIT funds for that project. Ms. Meyers said that it is not appropriated for 2018 and it is not in the CEDIT Plan.

Lynne Liechty made a motion to commit \$338,400.00 to the CR 200 N/I-69 Project from CEDIT and move the request to Council. Ronald Smith seconded that motion and the motion carried with two (2) ayes and one (1) nay.

Jennifer Sharkey stated that they are still working through the right of way process on the Bike Trail Phase II. Ms. Sharkey said that the Interlocal Agreement with the City of Angola is scheduled to go to City Council for approval.

Ms. Sharkey also submitted an internal grant application for the Bike Trail Phase II in the amount of approximately \$10,000.00 from People for Bikes. She said that if this was approved and the grant was received, she would have some reporting that would have to be done. James Crowl made a motion to approve the grant application for the Bike Trail Phase II. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey submitted a request to transfer the remaining funds in the amount of \$2,517.69 from the Maple Street Design line item into the 200/827 Design. She said that those funds are still remaining because INDOT did not close out that project until the beginning of 2017, so she left money in that line item in case something needed to be addressed. She also submitted a request to transfer the remaining funds in the amount of \$8,895.00 in the 200/827 Right of Way line item into the 200/827 Construction line item. Lynne Liechty made a motion to permit Ms. Sharkey to submit the transfers to County Council. James Crowl seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey stated that at the last Commissioners Meeting, it was approved to have the fiber connection extended to the Highway Department. Ms. Sharkey stated that she spoke with Tami Sumney, IT Director as well as Commissioner Liechty and there will be additional costs beyond the cost associated with just extending the fiber. Ms. Sharkey said that she would like to propose starting to put a plan together throughout 2018 and then look to have it budgeted for and implemented in 2019. She said that this project is a little more involved than what she anticipated. Lynne Liechty stated that the electrical has to be upgraded to support the new system.

Ronald Smith stated that additional funds were paid to iMAN due to some issues that arose while extending the fiber connection to the Steuben County Park Event Center. James Crowl stated that if the Commission Board did not support iMAN financially to start with, it wouldn't exist today. Commissioner Crowl said that when iMAN was started, they said that money would be coming back to the County. Ronald Smith requested Lynne Liechty speak with Jennifer Danic, Community Foundation, about this matter. Jennifer Sharkey asked if the funds in that line item could be used for any other purpose. The Commissioners tabled the matter until further research is done.

Ms. Sharkey stated that she received the 200 N/200 W signal maintenance agreement from Shambaugh & Sons. She said that they approved it internally on August 15 with a three (3) year term and is set at a dollar amount per visit for the routine inspection. If any work is needed, the rates are outlined in the agreement. Donald Stuckey said that he has no problems with the agreement. Ms. Sharkey stated that this is to be paid from the MVH Signal

Maintenance line item. James Crowl made a motion to approve the signal maintenance contract with Shambaugh & Sons. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey stated that on August 8 she was contacted by a resident on 450 W near Lake Pleasant regarding a request to reduce the speed limit. Ms. Sharkey stated that a traffic study was conducted due to that inquiry. She said that currently it is a 35 MPH speed limit zone and it has been reduced twice before this request. Ms. Sharkey stated that at this time, the data does not support reducing the posted speed limit and it may be more of an enforcement situation.

Emmett Heller submitted a lease agreement with LaGrange County for the road paint striper. Mr. Heller said that it will remain LaGrange County's truck, but Steuben County will be using it and it will be added to the rental insurance to be insured for \$38,000.00. Mr. Heller said that in the past he's paid for the paint, up to \$5,000.00, that LaGrange uses and that way no funds were exchanged for the use of the truck. James Crowl made a motion to approve the lease agreement with LaGrange County for the use of the road paint striper. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

The Highway Department reviewed the salt bids that were opened at the last meeting and submitted the following information:

SALT BIDS
2017-2018 SEASON

<u>COMPANY</u>	<u>BID AMOUNT</u>
DETROIT SALT COMPANY	\$58.59 / Ton Delivered
CARGILL INCOPORATED, DEICING TECHNOLOGY	\$57.19 / Ton Delivered
MORTON SALT	\$49.68 / Ton Delivered
COMPASS MINERALS	\$48.08 / Ton Delivered
<ul style="list-style-type: none">• Toledo, OH depot• The County agrees to purchase 0% of the base bid amount of 2,000 tons• CMP can decline any orders due to availability, facilities, or weather• Contract expires on March 31, 2018	

All bids were accepted at the August 21, 2017 Commissioners meeting for review by the Highway Department.

Bid from Compass Minerals was recommended by the highway department and was accepted at the Commissioners meeting on September 5, 2017 with the restriction that vendor will not deliver product with bottom dump trucks.

Based upon the Highway Department's recommendation, Lynne Liechty made a motion to accept the bid from Compass Minerals for the 2017-2018 Season. James Crowl seconded that motion and the motion carried with three (3) ayes.

Mr. Heller requested permission to look into a 10,000 gallon tank with a card system for on road fuel at the garage. He said that the dollar savings would be minimal; however, time is the big factor. The Commissioners said that it would be fine for him to look into that.

Erin Schiffli thanked the Highway Department for allowing two (2) Highway employees for helping with the vehicle auction.

Mary Allred, EMS Director, requested approval to go to Council to ask to hire a new employee to fill a vacant Paramedic spot and to hire this person at a higher step due to the experience she has. She said that the person

she is wanting to hire currently works as a full time Paramedic in a neighboring county and also has coding and billing experience. She said that this person is also a Paramedic Preceptor and has a lot to bring to Steuben County. Rodney Snyder was in attendance and he said that he has worked with the woman in question, she is a very good medic, very easy to work with, very knowledgeable and he thinks that she would add a lot to the Department. Lynne Liechty made a motion to allow Ms. Allred to move the request to County Council. James Crowl seconded that motion and the motion carried with three (3) ayes.

James Crowl discussed the need for a part-time custodian at the Community Center. It was decided to have Gary Fair come to the next Commissioners' Meeting to discuss the matter.

Erin Schiffli, Commissioners' Secretary, requested guidance on what to do with the Dodge Van that did not sell at auction. James Crowl made a motion to relist it on the auction and if it doesn't sell within thirty (30) days, it can be scrapped.

Janet Bohney, Steuben County Lakes Council President, came to the Commissioners to inform them of increased EColi numbers in Hamilton Lake due to a CAFO nearby.

The Commissioners discussed the possibility of acquiring the property on the corner of South Street and South Wayne Street and the matter was tabled.

The Commissioners received the following correspondence: NEIndiana re: NEI Caucus Survey; St. Joe River Basin re: Meeting reminder and materials; NICC re: Advisory Board Meeting

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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