

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING  
September 21, 2015

The Steuben County Commissioners met at 8:30 a.m. on Monday, September 21, 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.

James Crowl informed the Commissioners that he had the monument reworked because of the circle being done. Commissioner Crowl said that Rathburn was hired to do that work and he checked the top of the monument, re-caulked it and they spent last Saturday re-caulking the entire bottom of the monument.

Lynne Liechty made a motion to approve the claims submitted for payment this day totaling \$700,931.96. James Crowl seconded that motion and the motion carried with three (3) ayes.

Pauly Jail Buildings sent an invitation to the Commissioners for a seminar they are hosting. No Commissioners are able to attend that seminar.

Tony Culver, Croxton & Roe sent an invitation to the Commissioners for a Free Winter Weather Safety Seminar that is being hosted by IPEP on October 20, 2015, in Auburn, Indiana. Ronald Smith and Lynne Liechty stated that they will attend.

The Commissioners requested County Park Assistant Superintendent Interviews be scheduled for either Tuesday, September 29 or Wednesday, September 30, at approximately 6:00 p.m.

Keith Saunders, Tobias Insurance, submitted a letter of authorization for signature so he can obtain information from the County's current medical insurance. Lynne Liechty made a motion to sign the letter of authorization. James Crowl seconded that motion and the motion carried with three (3) ayes.

Purdue Extension submitted a request to use a county vehicle October 2, 2015, for transportation of Crystal VanPelt, Megan Peterson and an Allen County Educator to go to training in Hartford City, October 3, 2015, for transportation of Tami Mosier and four (4) youth to Indianapolis, Indiana, and October 27, 2015, for transportation of Crystal VanPelt and three (3) volunteers to Fort Wayne, Indiana. James Crowl made a motion to approve those requests. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jeremy Musser, Prosecuting Attorney, came to the Commissioners to request the installation of a key card access system in the Prosecutor's Office. Jeremy Musser stated that employee safety and security of the building are what concerns him the most. He said that there are a variety of people that come down to the office, some of them are very agitated and some are even mentally ill. On more than one occasion some of the ladies in the office have been very anxious and wondered if the last person that unlocked the door, locked it. Having a key card access system would give the employees a great piece of mind. It would also be easier for emergency personnel to access the office. Mr. Musser also stated that the building needs to be secured as there are over 70 inmates in that building and that building also contains the most sensitive and confidential information. Being able to see who is entering the building and at what time would be beneficial. Williams Electronics submitted a quote in the amount of \$8,900.00 for the key card access. Donald Stuckey, County Attorney, stated that he doesn't think another bid needs to be acquired because Williams Electronics is the installer of the original equipment and this is considered continuity. James Crowl made a motion to accept the quote from Williams Electronics, in the amount of \$8,900.00, to be paid from Cum. Cap. 1138-000-4000.15. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Jeff Bassett, Business Impressions, came to the Commissioners for approval to add a fax machine to the Auditor's Office Xerox machine. Mr. Bassett stated that the current fax machine in the Auditor's Office is very old and it has been requested to add it to the Xerox machine in that office. Mr. Bassett stated that in order to add the fax to the machine, it would cost an additional \$13.20 a month. Lynne Liechty made a motion to add the fax to the Xerox machine in the Auditor's Office at a price of \$13.20 a month. James Crowl seconded that motion and the motion carried with three (3) ayes.

Leigh Smith, from Hylant, came to the Commissioners to introduce his company. Mr. Smith stated that Melissa Shepherd, Payroll, indicated that the Cadillac Tax was one of the County's concerns as well as the overall process of managing the health benefit plans. Mr. Smith said that Hylant is a regional brokerage and employee benefits firm that was founded in Toledo, Ohio and they have fourteen (14) offices in six (6) states. Mr. Smith said that Hylant finds that employers have concerns about cost and cost challenges about maintaining a quality benefit plan and the myriad of reporting compliance and other concerns and challenges. He said that there is a fair amount of discussion and interest at the Congressional Level in terms of doing something about the Cadillac Tax. Mr. Smith said that the deadline for the Cadillac Tax is December 31, 2017 and businesses need to plan accordingly by looking at options and alternatives. Ronald Smith asked Mr. Smith to give them time to work with the Auditor to do some investigation in relationship to how the County would finance and implement this and also to talk to a couple counties or entities that have this program. Melissa Shepherd stated that it would be beneficial to look into this. Ronald Smith stated that the Commissioners would like to see if they can make the County more compliant; however, input from other entities is needed before a decision is made.

Ronald Smith stated that Lynne Liechty requested to have the Board of Aviation attend this meeting. Lynne Liechty stated that she wanted to address the Board of Aviation because she's aware that the aviation community is divided at the Steuben County Airport. She stated that there's a long-standing discontent between the aircraft owners and operators as well as the Fixed Base Operator (FBO). Lynne Liechty stated that as a Commissioner, she believes a change in the board is the only action that can be effectively taken at this time. Commissioner Liechty said she wanted to thank them for attending this meeting and wanted to leave this issue open to discussion.

Walter Drewes stated that since Dr. Weaver did not attend the meeting, he would accept the comments since he was the Vice President.

James Crowl stated that these issues have been going on much too long, he agrees with Commissioner Liechty and it's time to do something.

Lynne Liechty again made the motion to change the Aviation Board, effective immediately, as of today. John Kline will remain as the FBO. James Crowl seconded that motion. Donald Stuckey asked for names and who they are replacing. Lynne Liechty stated that at this point Chuck Walker and Randy Strebiger will be acting as co-chair. They will be speaking to several people and the Board will be built from that base within the next week or two. Lynne Liechty stated that she is terminating Walt Drewes, Joe Weaver, Larry Watkins, Mike VanWesten and Elten Powers has already resigned from the Board. Donald Stuckey stated that the only requirement by statute is that a written statement needs to be recorded with the Clerk stating the reasons for the termination. Walt Drewes asked if that was required prior to dismissal. Donald Stuckey said that it was not, it just had to be filed and no timeframe was indicated.

Walt Drewes asked the Commissioners about the ongoing projects they have going on at the Airport. He wanted to know how the new Board would be included and/or involved in the process. Mr. Drewes stated that the new Board has not been at any of the Aviation Board Meetings and are unaware of specifics. Lynne Liechty asked if the new projects are included in the minutes. Mr. Drewes said that they are, but vaguely. He said that there was a lot of discussion that goes on during the meetings regarding the ongoing projects. He is worried that they would be delayed and that those projects are involved with the FAA. Walt Drewes said that he was worried with eliminating the Board totally, everything would be delayed several months. Lynne Liechty asked John Kline if he was up to date on all of the projects. Mr. Kline stated that he is, as he attends each meeting. Lynne Liechty stated that she doesn't see the new Board handling the projects as a problem. Walt Drewes said that having the new Board in contact with him would be a solution and Lynne Liechty said she would make sure that would happen. Mr. Drewes stated that since Elten Powers gave his resignation two (2) weeks ago, they had to delay payments for their bill signing so they have established a special meeting for this evening; however, that meeting will not happen now and payment of the bills will be further delayed.

Walt Drewes stated that he feels the Commissioners are making a huge mistake. Mr. Drewes said that Mr. Walker and Mr. Strebiger are good members in the community, aviation minded, but to have them jump into what the present Board has been trying to establish for the last six (6) or seven (7) years, is going to be very difficult.

Ronald Smith stated that the current motion on the floor is to dismiss the present Aviation Board and a new Board will need to be established. Donald Stuckey stated that a separate motion for each will be needed. Ronald Smith stated that he questioned the propriety of doing it this way, as it means that the Steuben County Board of Commissioners is usurping total authority over the Airport. Commissioner Smith further stated that he understands that the Aviation Board has been asked again and again to correct several issues, all the way from fiduciary issues to management issues, and as a result he will go along with the motion to dismiss the Board. Ronald Smith called for a final vote and the motion carried with three (3) ayes.

Lynne Liechty made a motion to place Chuck Walker and Randy Strebis as co-chairs of the Aviation Board. James Crowl seconded that motion. Ronald Smith explained to the general public and to those in the audience, Commissioner Liechty has been attending the Board meetings. She has been privy to information, has dealt with people there and she is trying to do something to improve the Board of Aviation. At this time she has two individuals, Chuck Walker and Randy Strebis, placed in nomination for Board Members. Ronald Smith called for a final vote on Commissioner Liechty's motion and the motion carried with three (3) ayes.

Donald Stuckey asked if the Commissioners have been receiving quarterly reports from the Board of Aviation. Kim Koomler, Auditor, Commissioner Smith and Commissioner Crowl said that they have not been receiving them. Mr. Stuckey said that is the FBO and in his contract he is required to give quarterly reports.

Ronald Smith asked that Commissioner Liechty work with Erin Wray, Commissioners' Secretary, to draft a letter to the Clerk stating reasons for the dismissal of the Board. Once that letter is drafted, he requested that it be reviewed by Donald Stuckey, then sent to the Clerk for filing.

Gary Fair, Community Center Maintenance, came to the Commissioners regarding invoices from Delta T for repairs made to the MSD Tower HVAC. Mr. Fair said that the work has been completed and the invoices total \$5,037.63. Mr. Fair said that this unit will eventually need replaced as well. Donald Stuckey stated that he called Burlage a couple more times and left messages; however, he has not heard back from them. Ronald Smith requested Erin Wray, Commissioners' Secretary, communicate with Dr. Wilson that pending Burlage moving and giving the information that is needed, the Commissioners will move forward with sale of the MSD Tower and that if Dr. Wilson had any questions, he could contact Donald Stuckey, County Attorney. James Crowl made a motion to pay the invoices from Delta T, in the amount of \$5,037.63, from Cum. Cap. 1138-000-4000.15. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mr. Fair also submitted three (3) quotes for the west and northeast side of the Community Center foundation repair. Quotes were received from Everdry in the amount of \$44,862.00 with a lifetime warranty, Henderson in the amount of \$39,660.00 and Cornerstone in the amount of \$30,088.32 with a 50% paid up front. If 50% was not paid upfront then a 10% add-on would be applied in the amount of \$3,008.83 for a total amount of \$33,097.15. Mr. Fair stated that no one besides Everdry included a warranty on the work. He said after talking with all of the contractors, he felt that Henderson had the best experience, Cornerstone has five of these type of projects under their belts and Everdry does this daily. Lynne Liechty made the motion to accept the quote from Cornerstone, in the amount of \$33,097.15, to be paid from Cum. Cap. 1138-000-4000.15. James Crowl seconded that motion and the motion carried with three (3) ayes.

Gary Fair also submitted another invoice from Foursquare Solutions in the amount of \$625.00 for the window repair. James Crowl made a motion to pay the invoice from Foursquare Solutions, in the amount of \$625.00, from CAGIT 1110-000-3000.39. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mr. Fair stated that he started working on the Well Child Clinic and the WIC faucets and sinks repairs. He stated that his first quote on the faucets were \$385.00 a piece. He said that he was told by Menards to hold off because Mohen would have a large sale in the fall. Mr. Fair waited and he said that he was able to purchase those faucets for \$210.00 each. Gary Fair said in the spring, the Commissioners agreed to pay for the faucets because they hadn't been replaced in over 21 years. Lori Hickey, 1<sup>st</sup> Deputy, stated that Mr. Fair has a little over \$3,000.00 in his account for the building and they could be paid from that account if needed. Lynne Liechty made a motion to pay for the faucets, in the amount of \$421.24, from CAGIT 1110-000-3000.39. James Crowl seconded that motion and the motion carried with three (3) ayes.

Gary Fair reported his finds on the Council on Aging concrete repair. Mr. Fair said that it was decided to install a handrail. Higbee Welding submitted a quote in the amount of \$404.06 plus installation in the amount of \$650.00. Mr. Fair felt that the installation charge was too high, so he contacted another contractor, and they verbally offered to install the handrail for a total amount of \$250.00. James Crowl made a motion to buy the handrail from Higbee Welding in the amount of \$404.06 and to have Chuck's Concrete install the handrail in the amount of \$250.00, to be paid from CAGIT 1110-000-3000.39. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Mr. Fair also reported on the sidewalks on the west side of the building. He said that there are ten (10) slabs that are very dangerous and are a trip hazard. Gary Fair said he doesn't think he can run the snow blower on them because they have sunk so much. Mr. Fair said that he thought the City was going to fix it; however, they said they can't get to it and they don't have any money for it. He said that Chuck's Concrete gave a verbal quote of \$100.00 per 5x5 section that needed to be replaced and the grinding of the slabs that are raised it would be \$25.00 a piece. The total price to have that done would be a total of \$1,200.00. James Crowl made a motion to have Chuck's Concrete repair the sidewalks, in the amount of \$1,200.00, to be paid from CAGIT 1110-000-3000.39. He further stated that it should be done the same time they do the front entryway project. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Kristy Clawson, EMA, reported that the tornado sirens have been tested. It was found that four of the sirens have antennas that come back with a weak signal and it has been recommended that they be replaced. In order to replace those antennas it would cost approximately \$1,500.00. Ms. Clawson also reported that the Snow Lake siren has failed so it would cost about \$768.00 to replace that. She said in her tornado siren maintenance line item she comes up short about \$1,017.00. Ms. Clawson said that until this year, routine maintenance hasn't been done on the sirens and she believes that is why so many issues have been found. Ronald Smith asked if it could be paid out of EDIT. Donald Stuckey said the EDIT plan may have to be amended. James Crowl made a motion to contribute \$1,017.00 to the repair of the tornado sirens, to be paid from CEDIT.

Brett Hays, Community Corrections, came to the Commissioners with other issues with the Community Corrections Building. Mr. Hays submitted quotes for the generator and for roof repairs. James Crowl asked Donald Stuckey if the repairs could be considered for public safety since it is a correctional institution. Donald Stuckey said that he didn't think it would be a stretch to consider it public safety. James Crowl made a motion to accept the low quote from Manahan Construction for the generator, in the amount of \$19,685.00, to be paid from EDIT if the additional is approved by Council. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Lynne Liechty made a motion to accept the low quote from Manahan Construction for the roof repair, in the amount of \$9,100.00, to be paid from EDIT if the additional is approved by Council. James Crowl seconded that motion and the motion carried with three (3) ayes.

Wayne Peters, Lake Pleasant resident, came to the Commissioners for permission to place a grinder pump in an easement. Mr. Peters stated that a sewer is being installed on Lake Pleasant and when they first laid it out, the grinder pump was to be placed on the easement. When they found out it was on an easement they said that they had to find a different place for it. He said by changing the system, in talking to the Waste District, they want to put the grinder in between on the opposite side of the cottage where he has a driveway and it would close the driveway up as you cannot drive over the grinder pump. Mr. Peters said that he and Mr. Wilson do not use the easement, but they take care of it. Donald Stuckey said that the easement is just an ingress egress easement to the lake and no one needs to use it because they all have lake front properties in that subdivision. Vina Conti stated that Mr. Peters does not wish to vacate the easement, he just wants permission to place the grinder pump in the easement. Lynne Liechty made a motion to allow Mr. Peters to have a grinder pump placed in the easement. James Crowl seconded that motion and the motion carried with three (3) ayes.

Jennifer Sharkey, County Engineer, submitted Frontier utility permits #2744, 2745, 2746 and Superior Environmental utility permit #2747 for approval. James Crowl made a motion to approve the utility permits for Frontier and Superior Environmental. Lynne Liechty seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey stated that the utilities for the 200 N/200 W Intersection Project have been relocated, the soil has been stabilized and the drive approaches have been completed.

Jennifer Sharkey said that the Bike Trail paving won't be conducted until the first or second week of October due to some elevation changes on the grade of the walk so the retaining walls were consistent. Ms. Sharkey stated that the cutoff date for permanent seeding is October 15. Ms. Sharkey also stated that the electric service for the 200 N crossing will be the county's responsibility and she will contact REMC to get that set up. INDOT will be taking care of the electric service for the HAWK signal and that will be provided by NIPSCO.

Ms. Sharkey also reported that she had a ballpark figure from the City of Angola for the maintenance on the bike trail, in the amount of \$10,000.00 per year. She said if the Commissioners are interested in this avenue, she will go ahead and work with the City on drafting a formal contract. James Crowl believes it would be a wise thing to do.

Jennifer Sharkey stated that she met with the Maple Street consultant regarding minor changes. Ms. Sharkey said that the permits are ready and the INDOT permit needs to be signed for the driveway approach. Lynne Liechty made a motion to allow Ronald Smith to sign the INDOT permit. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey reported that she will meet with the consultant on the 200 N/SR 827 project early October to review Stage I design.

Ms. Sharkey also reported that the bridge inspection will begin the second week of October which will include the bridges over 20 feet, small structures and large culvert that was recently approved for inspection.

Jennifer Sharkey stated that she would like to meet with Commissioner Smith on the Bike Trail Phase II and to meet with the property owners to discuss the route.

Ms. Sharkey also reported that Erin Wray, Commissioners' Secretary, TJ Kunde, GIS Coordinator and herself attended the Title VI and ADA training in Fort Wayne, Indiana. She said that they are all certified for three (3) years for the requirement for federal funds.

James Crowl asked Jennifer Sharkey about 200 E and if she's talked to a particular property owner. Ms. Sharkey said that she has not talked to that person. Ronald Smith stated that the Commissioners are not interested in having a private individual enter into fiduciary involvement with the county roads. James Crowl said that he tried to explain the situation to the property owner and it didn't go really well. He said that the work will have to wait until next spring. Commissioner Crowl requested Jennifer Sharkey to send a letter to the property owner thanking him for his interest but the road will be taken care of next season.

Emmett Heller updated the Commissioners on new and ongoing projects at the Highway Department.

Ronald Smith asked Jennifer Sharkey to send a letter to County Council thanking them for the approval of the additional funds.

Vicky Meek, EMS, came to the Commissioners with a request to purchase electric cots from the 2013 Bond. Ms. Meek stated that when she applied for the equipment bond she had wanted two (2) new ambulances, five (5) cardiac monitors and a remount. The two (2) new ambulances were a little more expensive than expected so she doesn't have as much money left over as she anticipated. Vicky Meek said that the oldest ambulance only has 80,000 miles on it so she doesn't feel it is necessary to remount it this year. Ms. Meek stated that in the last three (3) years the ambulance standards have changed for cots and their mounting systems. The system that Steuben County currently has cannot be used if a new ambulance is purchased. Currently, they have manual cots which means two (2) people have to lift the patients by themselves, deadlifting from the floor and getting to the ambulance is all manual.

Ms. Meek reported that Stryker has come out with a power cot where a button can be pushed and it comes up and down, it also has a loading system so they don't have to be pushed into the ambulance. She said that Adams

County is the only EMS in the area that has manual cots like Steuben County and they just purchased these cots as well. Vicky Meek said that we would be piggy backing on the quote for Adams County and we will get a discount if the cots were purchase now as opposed to later. After October 1 they will go up in price 3% . She said that she will have the money in the equipment bond in 2016 and she would like permission to purchase the power cots instead of the heart monitors. Lynne Liechty made a motion to allow Vicky Meek to purchase the power cots from the 2013 Bond after the funds are deposited in January, 2016. James Crowl seconded that motion and the motion carried with three (3) ayes.

Gary LeTourneau, Communications Director, introduced Jay Burda from Motorola. Mr. Burda will be the new representative as the project moves forward. Mr. LeTourneau provided the Commissioners a document that was sent to him from Barnes & Thornburg. He stated that the document is a result of Council indicating that they felt the contract with Motorola should be reviewed. The document is from Matt Morgan who is an attorney with Barnes & Thornburg and it is basically a letter of engagement that requires signature. The letter of engagement spells out that Mr. Morgan will be doing a review of the Motorola contract and also identifies and clears up any conflicts of interest and fees that range from \$340.00-\$535.00 per hour. Mr. LeTourneau stated that he does have funds in his Contractual Services line item that he can use for this. He stated that Mr. Morgan will also be reviewing the sole source issue.

Ronald Smith stated that it seems like a lot of money for something that should seem so simple; however, Council has requested this to be done. Gary LeTourneau stated that Council wished this to be done strictly because of the issues the County incurred in the past, they don't wish to have a repeat. Ronald Smith asked the Motorola representatives if this is something they run into in other counties. Brian Riley, Motorola, stated that it is not unusual to have a third party to review the documents. Mr. Riley stated he didn't think there were any concerns, but it is just one more check point. Ruth Beer, Council Vice President, stated that it was just an extra safeguard. It is a lot of money and Council just wants to make sure the law is being followed. James Crowl feels that once the report comes back, a joint meeting between Commissioners and Council should be scheduled. Lynne Liechty made a motion to have Gary LeTourneau sign the document and proceed. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners received the following correspondence: IEDC re: IEDC Marketplace News Update; NEIndiana re: News Release; INDOT re: INDOT LPA Newsletter; Route Fifty re: Unlikely health innovation hubs; Worldwide Recycling Equipment Sales re: Compact bulky waste with the right baler; Mentor Health re: HIPAA Rules for New Patient Attraction; CTRI re: De-escalating Potentially Violent Situations Workshop in Ann Arbor; DHS re: FEMA Denies Indiana's Request.

STEBEN COUNTY BOARD OF COMMISSIONERS

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Ronald L. Smith, President, South District

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James A. Crowl, Vice President, Middle District

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Lynne A. Liechty, North District

Attest: \_\_\_\_\_  
Kim Koomler, Steuben County Auditor

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