

STEBEN COUNTY BOARD OF COMMISSIONERS MEETING
February 18, 2014

The Steuben County Commissioners met at 8:30 a.m. on Monday, February 18, 2014 in the Commissioners Room of the Steuben Community Center. Present this day were Commissioners Ronald L. Smith, James A. Crowl and Loretta S. Smart. Also present were Kim Koomler, Steuben County Auditor, Donald J. Stuckey, County Attorney, and Ruth Beer, County Councilwoman.

James Crowl made a motion to approve the claims submitted for payment this day totaling \$663,916.92. Loretta Smart seconded and the motion carried with three (3) ayes.

It was decided that Mr. Stuckey will call the Federal Surplus office to arrange the return of three (3) units that were purchased last year.

The Commissioners decided to post the job description for the Veteran's Service Officer for one week for applications.

Loretta Smart made a motion to approve the claim for Swick Holdings, Inc. for \$288.58 for estimated maintenance fees on the two lots owned by the County in Intertech Park in Angola. James Crowl seconded and the motion carried with three (3) ayes. The cost will be paid for from the General Drain line item in the Commissioners Budget.

Tami Mosier, 4-H Youth Educator, sent a written request to the Commissioners to have approval to have four youths accompany her to Indianapolis in a Commissioners van on February 22nd and 23rd. James Crowl made a motion to approve Ms. Mosier's request. Loretta Smart seconded and the motion carried with three (3) ayes.

The Commissioners received the Steuben County Polling Places for the 2014 Primary Election from the Clerk for approval. There are twenty-three polling places for the Primary General Election. Loretta Smart made a motion to approve the Polling Places for the 2014 Primary Election. James Crowl seconded and the motion carried with three (3) ayes. Kim Koomler signed the list as Secretary for the Board of Commissioners.

The Commissioners discussed the Health Department's request to have the County insure all of the vehicles assigned to their department. Currently only one vehicle is under a separate insurance policy and is paid for through grant funds along with maintenance on that vehicle. It was discussed that the Health Department has its own tax rate that could be used to pay for the insurance coverage and the maintenance on the vehicle. James Crowl made a motion to approve the 2014 Durango to be insured under the fleet insurance for the County and the Health Department will pay the insurance premiums out of their line item for Liability Insurance in the Health Department budget, 1159-000-3000.42 and Maintenance should be paid for from the same fund, Vehicle/Repair& Maintenance, 1159-000-3000.53. Loretta Smart seconded and the motion carried with three (3) ayes.

The Commissioners received a letter from Marylyn K.L. Ernsberger an attorney with the law firm of Stout Law Group, P.C. regarding a bill for ambulance service a client. The client is asking for a reduction in the bill because they were charged the full amount for three individuals (a mom and two sons) who rode together in one ambulance to the hospital from an accident. Vicky Meek, EMS Director, recommended that the bill be reduced per the client's proposal. Loretta Smart made a motion to agree

to the proposal to reduce the fees for each child to \$500.00 and keep the bill for the mother at \$1,547.60 making the total bill for all three people \$2,547.60. James Crowl seconded and the motion carried with three (3) ayes.

Kris Thomas, Health Department Administrator, sent a request to have the Commissioners sign a Vehicle Agreement for the 2014 Dodge Durango as requested by the Indiana State Department of Health for the Local Health Department Maintenance Fund Grant. James Crowl made a motion to approve the Vehicle Agreement for the Health Department. Loretta Smart seconded and the motion carried with three (3) ayes.

The Commissioners responded to a letter sent by Charles Malinowski regarding the Agreement for Title IV-D Reimbursement Services and Randy Coffey's, Magistrate, decision not to sign the agreement. The letter from Mr. Malinowski terminates the agreement with the County since Mr. Coffey was unwilling to certify the Monthly Expense Claim for Title IV-D. Mr. Coffey sent a letter to the Commissioners explaining his position on the matter. The Commissioners asked that a letter be sent to Mr. Malinowski saying the Commissioners support Mr. Coffey decision to decline signing the Monthly Claim, but should there be any further discussion or agreement that could be reached between Mr. Coffey and Mr. Malinowski the Commissioners would be agreeable to such an arrangement. If not, the Commissioners would consider the matter closed.

Ms. Koomler told the Commissioners that she was told by the previous Auditor, Pam Coleman, that monies left in the 2010 Bond would need to be spent by the end of February or it would need to be paid back. Ms. Koomler stated that she contacted Kirk Grable from Barnes and Thornburg, and he told her that as long as we purchased articles that are in Exhibit A of the Bond or are similar to the items listed in Exhibit A we can use the funds and there is no limitation on how long we have to spend the money. Ms. Koomler said the only stipulation is that if the money is invested, and the County is not investing the money, but if they would and it is over 1.73%, the County would have to pay back any overage to the Federal Government. Loretta Smart made a motion to approve purchases made from the 2010 Short Term Bond. James Crowl seconded and the motion carried with three (3) ayes.

James Crowl made a motion to officially approve the Equitable Sharing Agreement for the Prosecutor's Office. Loretta Smart seconded and the motion carried with three (3) ayes.

Loretta Smart made a motion to approve the Invoice dated January 31, 2014 from Waggoner, Irwin, Scheele & Associates for Professional Consulting Services for a total amount of \$5,490.52. James Crowl seconded and the motion carried with three (3) ayes.

Ms. Koomler asked the Commissioners to request a transfer in the Commissioners Budget to fund the newly created IT Director's position. Ms. Koomler stated the there are funds available in the Group Insurance line item, 1000-068-1000.22, to cover the cost of the person's salary and benefits. Loretta Smart made a motion to approve the transfer to a new line item in the Commissioners' budget for the IT Director a salary amount not to exceed \$65,000. James Crowl seconded and the motion carried with three (3) ayes.

James Crowl made a motion to approve the installation of a new furnace for the Annex by Armstrong's Heating and Air Conditioning Inc. at a cost of \$2,950.00. Loretta Smart seconded and the motion carried with three (3) ayes.

The Commissioners reviewed the job descriptions for the Commissioners' Assistant, Administrative/Tax Deputy in the Auditor's office, and the new IT Director that were approved by the Personnel Committee. Ms. Goudy said she would be retiring on June 1st. Loretta Smart made a motion to approve the new job description for the Commissioner's Assistant, Administrative/Tax Deputy, and IT Director job descriptions. James Crowl seconded and the motion carried with three (3) ayes. The Commissioners' Assistant and Administrative/Tax Deputy jobs will be posted immediately. The IT Director position will be posted once funding has been approved by the County Council.

Aimee Biddle came before the Commissioners on behalf of Brett Hays, Community Corrections Director. Ms. Biddle submitted a Resolution No. 02-2014-02 accepting the transfer of a motor vehicle from LaGrange County, Indiana to Steuben County, Indiana. Ms. Biddle also submitted a Bill of Sale of Personal Property for the van that will be used by Community Corrections. The van is being sold to Steuben County for \$1.00. James Crowl made a motion to approve Resolution 02-2014-02 and the Bill of Sale presented by Ms. Biddle for Community Corrections. Loretta Smart seconded and the motion carried with three (3) ayes.

Ms. Biddle also requested another computer for the Community Corrections Department that will be paid for with grant funds. James Crowl made a motion to approve the request for a new computer at a cost of \$1,100.00. Loretta Smart seconded and the motion carried with three (3) ayes.

The Commissioners noted that the City of Angola has annexed part of the two-mile jurisdictional territory into the Corporation Limits of the City of Angola out to the Love's Truck Stop area west of I-69. The Commissioners also noted that they were not informed of the annexation prior to the annexation and they learned of it through the media. The Commissioners anticipated the annexation but no formal notice of the City's intent was ever given.

Kayleen Hart, from the Soil & Water Conservation District, came before the Commissioners to personally invite them to the District's Annual Meeting on Wednesday, March 5th.

Jennifer Sharkey told the Commissioner that the County did not receive Federal funds for the Baker Road Project.

Ms. Sharkey said that the letting date for the 200 N/200 W Signalization Project will need to be changed from July 8, 2014 to January 14, 2015 because of the condemnation proceedings on parcel number 13. Ms. Sharkey submitted a letter for the Commissioners signatures to INDOT explaining the change in letting dates. Loretta Smart made a motion to approve signing the letter to INDOT. James Crowl seconded and the motion carried with three (3) ayes.

Ms. Sharkey said that the County had received Notice of Authorization from INDOT on Bridge Inspections. The consultant, American StructurePoint, received Notice to Proceed with the Bridge Inspections. Inspections should take place in late February-March, 2014.

Ms. Sharkey said that she and Commissioner Smith had attended a meeting on selecting a brand name for the Bike Trail, options of inter-local agreements for the trail, and cost sharing agreements/funding sources.

On the Maple Street Project, Ms. Sharkey said that the Town of Orland is waiting for a reply from the property owner regarding r/w needed for sight distant issues.

Ken Penick, Highway Superintendent, submitted two quotes for heating/air conditioning at the Highway Barn. The heating unit needs to be replaced due to a fire. Masters Heating & Cooling quoted \$19,561.00 and Korte Heating & Air quoted \$28,306.00. The Commissioners accepted the low quote from Masters Heating & Cooling for \$19,591 and the cost will be taken from the Highway Department funds. Commissioner Crowl said that the unit needs to be replaced as soon as possible.

Sheriff Troyer came before the Commissioners with his recommendation for 2014 vehicle purchases. The Sheriff will be purchasing six vehicles. The Crown Vic's are being phase-out. Recommendation is to purchase two (2) Dodge Chargers, three (3) Dodge Trucks, and one (1) transport van. The Sheriff recommended keeping the purchases with a local dealer and he recommended Dunham's. Sheriff Troyer said that the change over costs are higher because they could not use the same units from the Crown Vic's. Purchases will be: 2 Dodge Chargers at a cost of \$24,152 each; 3 Dodge Trucks at \$24,611 each; and 1 transport van for \$22,791. Total cost is \$144,928.00. Change over costs are estimated to be \$43,000.00. Loretta Smart made a motion to approve the purchase from the Short Term Bond for 2014 Sheriff Vehicles. James Crowl seconded and the motion carried with three (3) ayes.

The Sheriff also submitted a list of vehicles that will be retired from the Sheriff's office. There will be six vehicles being retired. Two of the vehicles the Sheriff would recommend to be assigned to other departments and the remaining four units would be sold at auction.

Sheriff Troyer requested approval from the Commissioners to purchase new chairs for the Jail. Most of the chairs are replacements from the original purchase when the building was first opened. The Sheriff submitted a quote for fourteen (14) mid-back leather chairs (\$139.00), sixteen (16) armless stack chairs (\$179.00), eight (8) office chairs with flip up arms (\$219.00), and two (2) ergonomic 24/7 fabric chairs (\$1,269.00) for a total cost of \$9,178.03 including delivery. The Sheriff said they cost would be paid for from the Jail Maintenance line item in the LOIT budget. Sheriff Troyer said he had looked at other vendors, but to get all of the same chairs he would like to use National Business Furniture. James Crowl made a motion to approve the request to purchase chairs for \$9,178.00.

The Sheriff said that the Angola Chamber donated a conference table that will be used in the meeting room at the Jail and the larger room will be used strictly for training.

Commissioner Crowl said that he would like to inform the farmers that the County will be enforcing State law on putting water on to the County roads when they are irrigating the crops. Sheriff Troyer said he did bring over the ordinance covering enforcement to a Commissioners meeting because the Deputies have already made the farmers aware of the law and have started enforcing this.

Sheriff Troyer said that he has not had a chance to review the snow ordinance, but he will get some revisions back to Mr. Stuckey soon.

The Commissioners received a letter from the Sheriff alerting them to a problem they are having with storage of Sheriff's vehicles, boats and other items and the security of all of these items. The Commissioners told the Sheriff that they are aware of the problem not just with the Sheriff's department but all of the County vehicles and trailers stored outside in the County parking lots.

Tami Sumney and Chad Hoover came before the Commissioners to discuss the County's website. Mr. Hoover said they have created a questionnaire that will be sent to all department heads and the Commissioners. Ms. Sumney said that they had filled out the initial site survey. Ms. Sumney said the vendor will have a kick-off meeting and asked one of the Commissioners to be present. She will let them know the time and day of the meeting.

The Commissioners noted that they have not had a response from the EDC on having open-door meetings.

Craig Benson, attorney for the Board of Aviation told the Commissioners that he will be sending a letter from the Board requesting funding for the utility bills at the airport. Commissioner Smith said they would like to have a financial report on the airport before they would consider any funding. Commissioner Smith said that if the County is being asked to supplement the funding, the County should have a financial report of the money taken in by the FBO and the Board of Aviation.

George Pifer said that according to contract, the FBO is supposed to pay the utilities. It is a business and should generate enough money to pay the utility bills. Mr. Pifer asked why was the contract changed, in favor of the FBO, to have the Board of Aviation pay the utility bills.

Mr. Benson replied that Dr. Weaver will address that issue at the next Commissioner meeting and will bring a financial report to the Commissioners.

The Commissioners received the following correspondence: Soil & Water re: 64th Annual Meeting, agenda & minutes; GISI re: newsletter; IACC re: legislation report; DLGF re: tax information; St. Joe River Basin Commission re: newsletter; IDEM re: North Point Woods; NACo re: newsletter; COA re: newsletter; N. Upp re: Employment activity; Malinwoski Consulting, re: Ambulance Costs Reports – Project Status; INDOT re: Baker Road Project; Anita Nance, DNR re: Floodplain Conference; EMC re: tort claim; Well Child Clinic re: Thank you for annual allocation.

STEBEN COUNTY BOARD OF COMMISSIONERS

Ronald L. Smith, President, South District

James A. Cowl, Vice President, Middle District

Loretta S. Smart, North District

Attest: _____
Kim Koomler, Steuben County Auditor
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