

STEUBEN COUNTY BOARD OF COMMISSIONERS MEETING  
June 16, 2014

The Steuben County Commissioners met at 8:30 a.m. on Monday, June 16, 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 and Ruth Beer, County Councilwoman.

Loretta Smart made a motion to approve the claims submitted for payment this day totaling \$320,399.07. James Crowl seconded and the motion carried with three (3) ayes.

James Crowl made the motion to approve the meeting minutes as submitted for 6/2/14. Loretta Smart seconded the motion and the motion carried with three (3) ayes.

Loretta Smart made the motion to approve the Public Safety Meeting minutes as submitted for 6/2/14. James Crowl seconded the motion and the motion carried with three (3) ayes.

The Commissioners signed minutes for the index book from meetings held on May 12, 2014 and May 19, 2014.

The Commissioners discussed the purchase of a new van for use by county employees. Tami Mosier, Purdue Extension Educator, wrote a letter to the Commissioners regarding problems with the Oldsmobile Silhouette van. Gary Fair, Community Center Building Manager, has done some research on purchasing a newer vehicle. James Crowl feels that purchasing a new van, instead of a used van, is the best option. Kim Koomler, Steuben County Auditor stated that there is no money set aside for the purchase of a new van. She stated that going to the County Council to request additional funding to cover the purchase of a new van is an option. James Crowl believes that a safer vehicle is needed for county employees. Ronald Smith stated that a used van may be a better option right now. Loretta Smart stated that parameters on the amount to spend should be set. Ronald Smith asked that Gary Fair can be told to look for a van no older than four (4) years, no more than 60,000 miles and a maximum price of \$7,500.00-\$8,000.00 (with \$7,500.00 being a target maximum).

James Crowl asked if a used vehicle could be traded in and put towards the purchase of a new one. He stated that several years ago several unused Sheriff Vehicles were traded in and put towards the purchase of the Ford Freestar van. Ronald Smith stated that there are four (4) or five (5) unused Sheriff Vehicles parked at the County Home. James Crowl wants to see if any of those vehicles can be traded in and put towards the purchase of a new van.

Gary Fair will continue doing research on the purchase of a new van and it will be addressed at another meeting.

The Commissioners reviewed the applications received for the available Highway Department Superintendent Position. It was decided that interviews on all applications received shall be done, in an Executive Session, on Monday, June 23, 2014, beginning at 5:00 p.m.

The Commissioners discussed a blanket Fire Alarm Service Contract for all county buildings. Ronald Smith stated that he wanted ASG to make a proposal on a Fire Alarm Service Contract. James Crowl asked that Simplex, the company that services the Community Center fire alarms, be contacted for a proposal as well.

Loretta Smart moved to approve an invoice from Shambaugh & Son, LP, in the amount of \$290.00 for annual fire protection inspection, to be paid from Cum. Cap. 1138-000-4000.15. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ronald Smith stated that he had been in contact with Kristine Christlieb from Region IIIA. Ms. Christlieb stated that she had not received her budget yet. Ronald Smith stated that it would be best to wait until Donald Stuckey reviews the local match letter before it is signed. James Crowl made a motion, pending Donald Stuckey's

approval, to sign local match and maintenance schedule for the FEMA Safe Room. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Loretta Smart made a motion to approve the minutes from the Pre-Construction Meeting for the Bike Trail that held on June 10, 2014. James Crowl seconded that motion and the motion carried with three (3) ayes.

The Commissioners were invited to the Chamber After Hours at the Trine State Recreation Area on Thursday, June 19, 2014, from 5:00-7:00 p.m. Due to other commitments, the Commissioners respectfully declined.

James Crowl made a motion to approve a claim from Copsgear in the amount of \$2,061.94, for a Sheriff Vehicle Changeover, to be paid from the 2013 Bond. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Loretta Smart made a motion to approve a claim from Williams Electronics, in the amount of \$76.00, to be paid from CAGIT 1110-000-3000.39. James Crowl seconded the motion and the motion carried with three (3) ayes.

James Crowl made a motion to approve a claim from Begley Sign Painting, in the amount of \$2430.75, for a Sheriff Vehicle Changeover, to be paid from the 2013 Bond. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Ronald Smith reported on the Indiana Association of County Commissioners Meeting that was held last Wednesday. He stated that Attorney Rick Hall from Barnes & Thornburg was present. Commissioner Smith stated that he took the issue of the Open Door Law to him. Attorney Hall will be doing some investigation and will send the Commissioners the information he finds.

Ronald Smith stated that he has a document from Shambaugh that outlines the losses if the business personal property tax reduction is put in place and the impact it would have on schools, cities, towns, county government, etc.

Kara Laughlin, 4440 W. 775 N., Fremont, Indiana, Director for the Lake Pleasant Home Owners Association, came before the Commissioners regarding large trucks traveling down CR 450 W. Ms. Laughlin stated that Jim Nill started the process sometime ago with the Highway Superintendent. She said that they were trying to receive some direction on how to proceed if the Association wanted to limit semi truck traffic on their residential street. Mr. Nill started the petition process a couple years ago and this spring Ms. Laughlin stated she was run off the road by a semi. That prompted her to make a request for more information on what could be done about limiting semi traffic. Ms. Laughlin stated that Mr. Nill contacted INDOT and was told that this matter does not involve SR 120 because the road in question is a section of road in between SR 120 and the state line. Most semis, except local deliveries and local seasonal farming semis are using the road as a shortcut to get up to farms and other industries in Michigan. Ms. Laughlin said that there has been unanimous approval for this petition from the members of the Lake Pleasant Home Owners Association. Ms. Laughlin invited the County Engineer and the Commissioners to the area in question because she feels that it is evident that road is not made for semi traffic.

Jim Nill, 35 Lane 101 Lake Pleasant, Fremont, Indiana, member of the Lake Pleasant Home Owners Association addressed the Commissioners. He said that CR 450 W does not seem as structurally strong as Old 27 and hopes to see the same ruling obtained for CR 450 W as the road by Lake George received.

Larry VanDale, 55 Lane 101 Lake Pleasant, Fremont, Indiana, member of the Lake Pleasant Home Owners Association addressed the Commissioners. Mr. VanDale stated that he hears all the traffic coming down the road and wonders why all the semis are traveling that way. He believes that maybe the semis are trying to avoid the Toll Road or the scales on I-69.

Jennifer Sharkey, Steuben County Engineer, thanked the Lake Pleasant Home Owners Association for coming to the meeting and expressing their concerns. She stated that she has been out to that area a few times and she agrees that it is not conducive to semi truck traffic. Ms. Sharkey reviewed the notes from the previous engineer, the Commissioners and Mr. Penick from the first time this request was made. She stated that she would like to review the correspondence that the Lake Pleasant Home Owners Association had with INDOT so she can speak to

them as well so everyone is on the same page. Ms. Sharkey stated that she believed there was some kind of trucking business, owned by a resident, along CR 450 W. Someone in the audience, from the Association, stated that there is only a farmer that uses trucks sometimes; however, there is a trucking company located in Michigan. Ms. Sharkey stated that she will take a look at this issue further.

Jennifer Sharkey also brought the privately placed speed bump on CR 450 W to the Lake Pleasant Home Owners Association's attention. Ms. Sharkey said that she understood the concept of it; however, that is not allowed to be done by a private entity on a county road. She stated that there are liability and safety issues and the Highway Department had to use their time and resources to remove the speed bump. Kara Laughlin stated that was not her property and she's not positive who placed the speed bump, but she knows that the speed bump was actually an attempt to repair where the road was crumbling. An access was drilled under the road and the semi traffic had knocked it down causing dips in the road. She stated that her understanding was that they were waiting for the speed bump to be pushed down or settle into the damaged areas. Jennifer Sharkey stated that they can contact the Highway Department for those situations, that way there is no question as to what is being done. Ms. Sharkey stated that if the Lake Pleasant Home Owners Association has more information to give to her that they can feel free to contact the Highway Department or she is willing to meet on site as well. Kara Laughlin asked for a timeline so she can report back to the Association and Ms. Sharkey said that she will need until the end of July to get things in order regarding this issue, especially if an ordinance is passed. James Crowl stated that regardless if an ordinance is passed, law enforcement has to be on board with this as well. Ronald Smith stated that if the trucks that are going down CR 450 W are agricultural trucks, they cannot be limited access if they are using it in route to their business.

Sheriff Troyer addressed the Commissioners regarding the Spillman data system and merging Steuben County's Spillman data with the City of Angola's Spillman data. Sheriff Troyer said that the benefit of a merger is combined public safety and information sharing. He stated that maintenance contracts as well as hardware contracts would be a shared cost between the County and the City. Sheriff Troyer said that the Sheriff's Department needs an upgrade to the Spillman system.

Sheriff Troyer also stated that they are looking at a module called Spillman Mobile, which is a mobile application for deputies and police officers out in the field that allows them to have the access to Spillman information at the tip of their fingers. Sheriff Troyer also stated that Spillman Mobile is a stronger connection than the way things are done now. It will also allow them to have IDAX in the patrol vehicles in the field which can take a burden off the Communications Department. Spillman Mobile originally was \$120,000.00 for just the County, if a merger happens with the City of Angola, it comes out to be close to \$40,000.00 each. Ronald Smith asked if the upgrade costs were in the Sheriff's Department budget and Sheriff Troyer stated it is in the Commissioners' Spillman budget.

Tami Sumney, IT Director, stated that regardless if a merger happens, the Sheriff's Department needs to upgrade their Spillman system. She stated that the City of Angola is in the same situation the County is in and they are needed an upgrade as well. As of January, 2015, the operating system used by both the County and the City of Angola will no longer be supported. Since both departments are in the same situation, talks of a merger started because costs would be divided. Tami Sumney stated that she would like to have an Interlocal Agreement between the City of Angola and Steuben County pertaining to the Spillman system. Ms. Sumney stated that the County is larger than the City and the County runs more modules and also has the jail. According to the size of the databases, the City of Angola is about one third (1/3) and the County is about two thirds (2/3). Due to that, and in fairness, Angola would pay one third (1/3) of the costs and the County would pay two thirds (2/3). The same thing would apply for the yearly hardware support maintenance. Ms. Sumney believes that the City of Angola will have to pay some fees to merge their data with the County's as well. Once the hardware is upgraded there will then be software upgrades and then the City's data will be merged with Steuben County's data to create one large database. The City of Angola will be considered a shared agency under the County and the County will be the primary agency for Spillman. Ronald Smith asked if Ms. Sumney would be willing to work with the City of Angola to come up with the Interlocal Agreement. Ms. Sumney said she would be willing to do that but they were not going to move forward until the Commissioners were addressed.

Loretta Smart asked Tami Sumney if Spillman is the only company that can be contracted with and if there are other companies that offer similar services. Ms. Sumney stated that there are other companies out there but Spillman has at least 1,000 primary agencies in the United States and ten times as many secondary agencies. Ms.

Sumney said that research would have to be done on the costs that other companies charge. She also stated that the investment that the County has in Spillman would be completely lost if things were switched over to another public safety software company. Loretta Smart thought it would be beneficial if information was gathered on at least two (2) other companies that were ranked below Spillman so that the companies can be compared. Tami Sumney stated that this is on a timeline and the County only has until December, 2014, to get this accomplished. With that timeline, Ms. Sumney stated that the hardware has to be ordered by next month and she has to get on the data merge schedule with Spillman Technologies before July, otherwise, it won't happen this year. Ms. Sumney stated that she does not have time to get the quotes together. Loretta Smart asked if anyone else could look into that information. Tami Sumney asked the Sheriff if he had anyone that could do that. Sheriff Troyer stated that he doesn't have anyone that would have all the details of everything that Tami would need. He stated that he has spoken with some of the other agencies that run other databases and they have problems as well. Sheriff Troyer stated that with the long standing history that the County has with Spillman, dollar for dollar, he believes it will cost the County more to migrate to any other company. He stated that there are other good companies out there, but Spillman is by far the leader when it comes to public safety databases. Sheriff Troyer also stated that if the County decided to change databases he would have to train all deputies on the new system. He believes that it isn't worth looking at other companies and he believes that Spillman is where the County needs to stay.

Loretta Smart asked if there was any way for companies to give a ballpark figure for comparison in the next two (2) weeks. Tami Sumney said that was not possible due to her workload. Loretta Smart asked if Ms. Sumney knew how many other companies were out there that could be contacted. Ms. Sumney said that there are two or three other good companies out there, but the County has used Spillman since 1992 and the County will never recoup the investment if the database is switched over to another company.

Tami Sumney requested the Commissioners' thoughts on Steuben County and the City of Angola merging and sharing one database. She said that she and the Sheriff are willing to go to County Council as well, if that is needed. Ms. Sumney stated that she needs approval by next month in order to get the hardware purchased because it will take a couple months to get that installed. Implementation will then happen and then the data migration will begin probably in October. James Crowl made a motion to grant Tami Sumney permission to pursue a MOU for inter-operability for Spillman between the City of Angola and Steuben County. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Ronald Smith addressed the Dr. Weaver and the Aviation Board about individuals that have come to the Commissioners requesting a meeting with the Aviation Board so there can be better communication and understanding. Ronald Smith stated that this is a meeting between the two (2) Boards of Commissioners; this is not a hearing for anyone that is attending in order to express grievances because that can be done through the Aviation Board. Commissioner Smith further stated that this meeting needs to be amicable because the Commissioners have appointed the Board of Aviation and the Commissioners want to work with the Board of Aviation, not against it. Ronald Smith stated that there are some issues at the Airport that are of concern to County Council and the Commissioners.

Ronald Smith also stated that anytime a change is made in a contract which would cause a change in a fiduciary or in an administrative manner, both boards need to be made aware of it before it transpires. Ronald Smith asked the Board of Aviation if they renewed the contract with the FBO. Dr. Weaver stated that they did not renew the contract. The original contract with Falcon Aviation was for ten (10) years, but it had a pause at five (5) years to reconsider the contract, in case things were not being done right. Ronald Smith asked if the contract has been extended into the second five (5) years. Dr. Weaver said that the contract has not been extended officially, but he's sure it will be because there has not been any evidence of the FBO doing anything wrong. Ronald Smith asked if anything has been changed in the contract agreement as far as the first five (5) versus what will be coming up in the second five (5). Dr. Weaver stated that there were some changes regarding the utilities payments. Craig Benson, Attorney for the Aviation Board, stated that when the new building was built they went to a structure that had a heated floor and was nine (9) or ten (10) times bigger than the old structure. Dr. Weaver stated that the volume of air in the new building is 57 times larger than the prior building. Mr. Benson stated that a unilateral change was made by the Aviation Board of Commissioners regarding the utility payments. They realized that it would not be appropriate to hoist a new building on the FBO without an accommodation and change on utility costs. When they saw some of the utility costs that were coming in, they decided that is something for the Board to absorb rather than the FBO and that was the reason for the amendments to the contract.

The contract was signed and included a provision that it could be renewed for an additional five (5) years upon notification by the FBO. This year is the year that the notification had to be given by the FBO and that has been done. Effective in July, since there are no issues concerning the FBO's performance on the contract, the contract gets renewed for five (5) years. Ronald Smith asked if the contract has been signed for the second five (5) years. Craig Benson stated that the contract provides that the FBO gives notice of intent to renew and if they do, the Board has to renew unless the FBO is in violation or default of the contract. Ronald Smith stated that his concern was that for the second five (5) years there was a consideration for additional utility payment. Craig Benson stated that the Board decided that they want to absorb the utility payments; however, the FBO did absorb the housekeeping expenses due to the Angola Chamber of Commerce having their meetings at the airport. Ronald Smith asked if there was a dollar amount on the utilities. Mr. Benson stated that there was not. Ronald Smith asked if the FBO heats the building as he sees fit and if the Aviation Board plans to pay for it. Craig Benson confirmed that the FBO heats the building as he sees fit and the Aviation Board will pay for it. Ronald Smith asked where the resources come from to cover those expenses. Mr. Benson stated that issue is for the Aviation Board to address. Ronald Smith asked where the Aviation Board plans to get the funds for the utilities. Craig Benson stated that when they did the budget last year they saw that utility costs run approximately \$20,000.00. This year's budget they reduced the repairs to buildings and structures by \$15,000.00 to accommodate the expense of the utilities. The Board felt that since the building is new, that there would be a significant reduction in building repairs. Dr. Weaver stated that the budget request for the coming year is a little bit less than what it was the year before.

Dr. Weaver also stated that he is working with Nisource, the parent corporation of NIPSCO, and NIPSCO on getting natural gas to the airport. The Nisource executive said that Love's Truck Stop has already done the heavy lifting on getting natural gas to the west side of I-69. Ronald Smith stated that he was aware that Dr. Weaver was working on that and the Commissioners appreciate that. Ronald Smith also stated that there are propane companies offering contracts for the winter. Dr. Weaver stated that they have discussed that and that is a possibility in case they do not receive the natural gas in time. Ronald Smith stated that he received one that locked it in just under \$2.00. He also stated that the Highway Department does that for fuel and in some way the Aviation Board could do that as well. Ronald Smith asked if there would be a reoccurrence of the Aviation Board coming before County Council to ask for additional funds. Dr. Weaver stated he didn't know and that it depended on what could be worked out with the natural gas and/or propane company.

Ronald Smith stated that another issue has been the access to facilities after hours and he wanted to know where that issue stood. Dr. Weaver stated that Walt Drewes made calls to eleven (11) different airports close to the size of the Steuben County Airport. Mr. Drewes stated that he called and talked to the managers and/or FBO's and he found out that if a pilot arrived after hours, five (5) of them stated there would be no access to the restrooms and two (2) said they would open the restrooms if the pilot called first. Ronald Smith asked if any corrective action has been proposed by the Aviation Board for the issue at the Steuben County Airport. Dr. Weaver stated that they were told by the Fire Marshal that if the architect that designed the building would give a statement saying having the one entrance for the purpose of allowing people access to the restrooms, satisfied the code then what was done at the old building could be done at the new building. The Aviation Board is worried that they are going to have a high bill from the architect for that statement. John Kline, FBO, stated that he has not yet gotten a hold of the architect. Ronald Smith asked if using Dilts' Port-A-John was an option. Dr. Weaver stated that the pilots that are complaining don't want to do that, they want to get in the building. Dr. Weaver stated that one of the options that was discussed was an insulated bathroom with a concrete floor built adjacent or connected to the building outside, using the same septic system. He said that the pilots that have been complaining did not like that idea either. Ronald Smith stated that the Commissioners will give the Aviation Board time to continue working on that process until something is agreed upon. Craig Benson stated that the Board of Aviation can get an estimate from the architect and when they have that cost they can figure out how to fund it.

Ronald Smith stated that he has received letters from patrons of the airport and there have been various accusations. He wanted to know if there was any way to set up a process for individuals that are having issues to have a chance to air them without coming to the Steuben County Commissioners. Ronald Smith asked if the Aviation Board is offering those people a right to voice their concerns. Dr. Weaver stated that they have brought issues up at Aviation Board meetings; however, if it isn't resolved to their satisfaction then they come to the Steuben County Commissioners and want them to intervene. Ronald Smith stated that the Steuben County Commissioners are not a sounding board for individuals who are not happy with the process at the airport. The Commissioners do not have the power, involvement or authority to do anything about the complaints. Ronald Smith stated that the

Aviation Board needs to be sensitive to those complaints. Ronald Smith also stated that a continuous group of people cannot continue coming to the Steuben County Commissioners with complaints that should be taken to and resolved by the Aviation Board.

James Crowl stated that the Steuben County Board of Commissioners appoint the Aviation Board. He also stated that when the Aviation Board came to the Commissioners with the concept of a new hangar, the Commissioners were promised growth, more money, a situation where everyone was going to be joyful, happy and it was going to be a great thing. Since that time, it has been the complete opposite and nothing but complaints have been received. Dr. Weaver said that 16% of the pilots are in the complaining group. Ronald Smith stated that he has received some compliments on the airport. James Crowl stated that he would like to see some change to promote the airport and to make things better. Walter Drewes stated that they have done nothing but improve the County's airport and he objects to anything said in defeat of that because there is a new hangar, a new taxi way and a new TSA ramp is in the works. They also have full 24 hour service for fuel and maintenance available if it is needed. Mr. Drewes said that the corporate pilots enjoy it, love it and it's what they needed. Dr. Weaver stated that federal grant money is being used to redo the ramp around the hangars where the people that are complaining are keeping their airplanes that is being done for them.

Dr. Weaver stated that he hopes that these meetings convince the taxpayers that the Steuben County Board of Commissioners have confidence in the people that they have appointed to the Aviation Board.

Frank Charlton, Plan Commission, came to the Commissioners with a rezoning request. Mark Wasinski applied for a rezone and on June 6, 2014, the Plan Commission heard that rezone. Mr. Wasinski would like the property to be rezoned from General Business to Lake Residential. With it currently being zoned as General Business, a house cannot be built on the property. Frank Charlton stated that the piece of property is right beside where Bledsoe's Beach was and was sold General Business. Mr. Wasinski purchased that property in hopes of building a home there and he would like it to be rezoned to Lake Residential so he can build that home. The rest of the street is also zoned Lake Residential. The rezone was moved forward with an 8-0 vote in favor and one abstention. The Plan Commission recommends rezoning the property from General Business to Lake Residential. James Crowl made the motion to approve the first reading on Zoning Ordinance Z-14-06. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

**Second and Third Readings  
Steuben County, Indiana  
Zoning Ordinance Z-14-06**

Thereupon, County Commissioner, Loretta Smart, moved that all rules of procedure of the County Commissioners which might prevent, unless suspended, that second and third readings of Steuben County Zoning Ordinance Z-14-06, regarding rezoning the parcel from General Business to Lake Residential, for final passage and adoption of said Ordinance at this meeting without reading the said Ordinance 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 Ordinance 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 Ordinance was seconded by Loretta Smart 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 Ordinance for the second and third readings. Thereupon, County Commissioner, James, moved for final passage and adoption of the Ordinance in full applicable regulations to establish such Ordinance. This motion for final passage and adoption was seconded by Loretta Smart 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 Zoning Ordinance No. Z-14-06, to have been duly passed and adopted. Thereupon, said Ordinance was signed by all members of the County Commissioners present and attested by the County Auditor. Zoning Ordinance Z-14-06 with original signatures is on file in the Auditor's office. Zoning Ordinance No. Z-14-06 reads as follows:

**Ordinance Z-14-04**

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 Lake Residence:

A part of the Southwest Quarter of Section 33, Township 38 North, Range 13 East, Jamestown Civil Township, Steuben County, Indiana, described as follows: Lot number 38 in the Third Addition to Roby Place as recorded in Plat Book 2, Page 79 of the records of the Steuben County, Indiana Recorder.

Map #76-03-33-330-401.000-006

DATED: June 13, 2014

**First Reading: 6-16-14**  
**Second Reading: 6-16-14**  
**Third Reading: 6-16-14**

**STEBEN COUNTY BOARD OF COMMISSIONERS**

**Ronald L. Smith, South District**  
**James A. Crowl, Middle District**  
**Loretta S. Smart, North District**

**Attest: Kim Koomler, Steuben County Auditor**

Al Knisely, Courthouse Maintenance, came to the Commissioners about repairing the handicap handrails at the front entrance of the Courthouse. Mr. Knisely submitted two quotes for the repair. Loretta Smart made a motion to accept the low quote from Steuben Fabricating & Engineering, Inc. in the amount of \$1,594.00, to be paid out of CAGIT 1110-000-3000.39. James Crowl seconded the motion and the motion carried with three (3) ayes.

Al Knisely also came to the Commissioners to discuss his 2015 budget and three (3) year plan for the Courthouse. Kim Koomler, Steuben County Auditor stated that the three (3) year plan is to give the Commissioners an idea of how much money they need to request for their Cum. Cap. Fund.

Tami Sumney, IT Director, came to the Commissioners to discuss her 2015 budget. Ms. Sumney believes that for phone maintenance she does not believe it is going to be as high as it was for 2014. Ms. Sumney stated that for the new IT position that is available, she's requesting the starting salary be \$34,928.92. She also stated that she upped the office supply line item to cover a two (2) person department.

Vicky Meek, EMS Director, came to the Commissioners to discuss her 2015 budget. Ms. Meek stated that the biggest increase is payroll in the amount of \$22,500.00. She stated that the department currently has three (3) EMT and one (1) less paramedic. Vicky Meek stated that she also put in a pay raise for her part time employees. She also stated that she was able to decrease the telephone budget by \$600.00. Ms. Meek said she was not sure about the oil and gas budget due to not knowing what the price will be, but she did increase it by \$5,000.00 due to being so close on the budget for this year. Ms. Meek also stated that she increased the service agreement line item due to needing service agreements on four (4) ventilators.

Vicky Meek advised the Commissioners that the EMS garage needs some maintenance work. She stated that the floors and the furnaces need to be redone. The furnaces were approved last year; however, they were never replaced.

Kristy Clawson, EMA Director, came to the Commissioners to discuss her 2015 budget. She wrote a letter to the Commissioners outlining her budget requests. She will be asking for an increase in the Vehicle/Repair and Maintenance line item. Ms. Clawson also stated that she believes that the County needs a Continuity of Operations Plan which lays out how the County Government will operate and still provide services if county buildings are not accessible. Ms. Clawson believes that her tornado siren maintenance line item is sufficient. She also is requesting to keep \$55,000.00 in the budget for three (3) new tornado sirens for 2015. She said that 73% of the county's address points are covered.

Ed Nagle, Weights and Measures, came to the Commissioners to discuss his 2015 budget. Mr. Nagle notified the Commissioners that Indiana has operated on 1995 Standards until this year. The State Legislature has adopted 2014 Standards and with that there is a change in the way gas pumps are checked. Originally, the way they checked the gas pump was to pump five (5) gallons of regular at high flow, five (5) gallons of premium at high flow and five (5) gallons of the midgrade at a low flow. With the new standards, now they require five (5) gallons of regular at low flow and at high flow, five (5) gallons of premium at low flow and at high flow and five (5) gallons of mid grade at a low flow. Due to that change, it represents about a 20% increase in the work on gas pumps. Mr. Nagle said that he has looked at schedules and he doesn't think that it is going to cause any problems with the new method of checking the gas pumps.

Jennifer Sharkey, Steuben County Engineer, came to the Commissioners to discuss her 2015 budget.

Ms. Sharkey updated the Commissioners on the Maple Street Extension. She stated that she got the estimate in the amount of \$510,000.00, back from GAI that she sent to INDOT. The work on SR 120 would be \$127,500.00 and the Maple Street Extension is estimated at \$382,500.00. The Town of Orland was able to talk with the property owner and agree on a price for the property. Orland needs to get legal descriptions for the parcel that will be acquired and also the right of way amount. Those are expenses that were not included in GAI's contract so that would be a supplemental if GAI or another independent surveyor does it. James Crowl asked where this project was headed. He said that the County spent money on engineering and wanted to know how the construction was going to be funded. Jennifer Sharkey stated that the Town of Orland is looking at possible State participation for SR 120 part, but for the Maple Street Extension itself, the County had \$200,000.00 budgeted for that work but it is coming in at \$382,500.00. James Crowl believes that if the County funds the other \$182,500.00, every city is going to come to the Commissioners for extra money. Jennifer Sharkey stated that the Town of Orland is waiting on the County for input on the legal descriptions because they need the legal descriptions to purchase the parcel. INDOT is working on possible financial assistance on SR 120. James Crowl thinks that the cost of the increase should be with the Town of Orland. It was stated that if the cost of the increase is not found somewhere, the project dies. James Crowl requested to have the Town of Orland to come to a Commissioners Meeting to see what options are available. Jennifer Sharkey will contact the Town of Orland and have them schedule a time on the next meeting agenda.

Jennifer Sharkey touched on the sign reflectivity project. She stated that project was on hold and that there was some data input mistakes at the time the project was moving forward. Chad Hoover, GIS, stated that close to 900 signs were done, but the data was not up to reflectivity standards. Jennifer Sharkey stated that the county still has the reflectivity devices, they are operational; however, there isn't anyone to run them.



Jennifer Sharkey submitted utility permit #2702 for Earthcom. Loretta Smart made the motion to approve the Earthcom utility permit #2702. James Crowl seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey also submitted an invoice from Herceg and Associates for the 200 W 200 N project. She has reviewed and approved that invoice. James Crowl made the motion to approve the claim from Herceg and Associates. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Ms. Sharkey updated the Commissioners on the Bike Trail. The tentative completion date to open the trail to the public is November, 2014, with a final completion date in June, 2015. Ms. Sharkey stated that she will be having bi-weekly meetings with the contractor and consultant to keep up on the project.

Ms. Sharkey stated that in Metz on 800 E 300 S, the culvert will need to be replaced where the large hole in the intersection was located. She stated that it is rusted out in the bottom so water is able to seep out.

James Crowl asked Ms. Sharkey if she knew the timeline for the work on the bridge located on SR 1 in Hamilton. Ms. Sharkey stated that she was not sure; however, she knows that they started work a week later than anticipated.

Jennifer Sharkey stated that she provided the Tiger Grant RFQ and asked that the Commissioners review and advise on distribution to potential consultants for assistance.

Ms. Sharkey also submitted the draft of the uniform bid package. She stated that she has been in contact with five (5) different vendors that are interested in submitting a proposal and she believes that in the past there were times set up at meetings where a representative could come in and present their proposal.

Ms. Sharkey stated that she and Chad Hoover have been looking at the ADA and Title VI requirements. In addition to the ADA compliance, there is a Title VI Compliance Coordinator. The County has not officially designated a person to assume that title. Chad Hoover stated that when the questionnaire was filled out in the past, Ronald Smith was listed. Loretta Smart stated that she believed that they should name Ms. Sharkey because she is more knowledgeable on the issues. Jennifer Sharkey stated that it is the assurance survey that needs to be filled out each year showing that the county is moving forward and complying with all regulations. Loretta Smart made the motion to name Jennifer Sharkey as the Title VI Compliance Coordinator. James Crowl seconded that motion and the motion carried with three (3) ayes.

Chad Hoover, GIS, came to the Commissioners regarding his 2015 budget. Mr. Hoover submitted a handout explaining his requests. Due to the purchase of a new printer, printer maintenance costs have been decreased. Mr. Hoover stated that a photography cycle is coming up next spring and RFPs should be requested soon.

Eric Ditmars, County Park Superintendent, came to the Commissioners regarding his 2015 budget. Mr. Ditmars submitted a handout explaining his requests. Mr. Ditmars stated that for the Boat Ramp Project he has fairly good figures now for the costs. It will be shovel ready, but they are not quite there yet. The Boat Ramp will cost approximately \$80,000.00 and another \$100,000.00 for the parking lot will be required. Mr. Ditmars also spoke about the road renovations that are needed at the County Park.

Mr. Ditmars also submitted an information packet that addresses the pay scale and wage rate. He would like to change the pay grade on his position and eliminate the assistant part time and change that into a seasonal position while combining both the current part time and his salary into one pay grade that meets the recommendation. He would like to hire a seasonal person as an assistant. The numbers that Mr. Ditmars submitted would put his salary more in line with other department heads and other similar positions.

Eric Ditmars reported that he has a new camper that is looking to come in and half season rates are normally given to new campers coming in around July 4. Mr. Ditmars stated that it figures out to be \$13.82 a day and they are looking to come in a week or week and a half before hand. He would like approval to get \$13.82 a day for the time frame the campers are planning on being at the campground. James Crowl made the motion to charge

\$13.82 a day for the amount of days the camper is at the campground. Loretta Smart seconded that motion and the motion carried with three (3) ayes.

Mr. Ditmars also stated that he has an issue with a Mr. Metzger at the campground. He has paid his seasonal rate; however he elected to bring in top soil to cover his site. Mr. Ditmars went to him with an explanation of what they were doing at the County Park and that they were not going to pay for that additional cost. Ronald Smith told Mr. Ditmars that he would help explain the issue to Mr. Metzger. If Mr. Metzger continues to be noncompliant, he will have to remove his camper from the County Park Campground.

Mr. Ditmars reported that the Renaissance Faire was last weekend. He said it went great and there was a great turnout. This week the Girl Scouts are at the County Park.

Rick Meyers, Annex Maintenance, submitted his three (3) year plan to the Commissioners. He stated the Annex needs a lot of work and that the stairwell going down to the Prosecutor's Office is a real problem.

Gary Fair, Community Center Building Manager, came to the Commissioners regarding his 2015 budget and he submitted his three (3) year plan. Ronald Smith asked if there were any ADA considerations at the Community Center that need to be addressed. Mr. Fair said that the only ADA items that need to be addressed are the women's restroom and signs for the north parking lot. Gary Fair stated that he raised his budget for gas and oil for the lawn mowers and vehicles. He also stated that he increased the vehicle maintenance budget so a tune up can be done on the truck; he believes that line item can be dropped in following years once the truck is tuned up. Mr. Fair stated that he's been in contact with Simplex on the fire alarm updates and he's currently quoting several companies.

James Crowl talked to Gary Fair about a Crown Victoria that is available for use and is currently parked in a county parking lot. The Commissioners are considering taking the Oldsmobile van out of operation and replacing it with the Crown Victoria. James Crowl also stated there are other unused vehicles that are parked in the parking lots and he would like Gary to do some research on trading those in to put toward a purchase of a new van. Mr. Fair stated that he will check with the Sheriff's Department to find out the status on the Crown Victoria.

Kayleen Hart and Thomas Green from the Steuben County Soil and Water Conservation District came to the Commissioners regarding their 2015 budget requests. Mr. Green stated that they have one more year left of the three (3) year grant. Mr. Green also updated the Commissioners on the current Soil and Water Conservation Grants and Projects.

Bill Geiger from iMAN came to the Commissioners to explain what needs to be done for the internet at the County Park. Tami Sumney, IT Director, was also in attendance to support what Mr. Geiger had to say. Tami Sumney stated that at the last Commissioners Meeting Ron wanted her to talk to Mr. Geiger about the cost for the internet at the County Park. Ms. Sumney stated that the fiber would supply direct county services to the new Community Building. If a wireless connection is installed for the campers, the County will still need to figure out what is going to be done for the new Community Building. She stated that for county services to be in the Community Building, the only way is with a direct fiber connection. The fiber that iMAN would install would not only give the campers internet, but it would give internet to the new Community Building as well. Ms. Sumney stated that the Highway Department could also use the fiber from iMAN.

Ronald Smith stated that the costs iMAN have submitted for the internet project are the bare bone costs in order to get service. Ronald Smith also said it would cover the Humane Shelter if they need it, the Highway Department and the County Park.

Loretta Smart made a motion to take the iMAN funding request to Council. James Crowl seconded the motion and the motion carried with three (3) ayes.

The Commissioners received the following correspondence: Association of Indiana Counties re: AIC eNewsletter; Mediacom re: Gigabit+ Fiber Solutions Info; NACo re: testifying before House Committee on Waters of the US Proposed Rule; Vanessa Hurtig re: Caucus Advance Materials; Steuben County Soil & Water re: SWCD Board meeting; Indiana Economic Development Corp re: IEDC Pipeline; ENR Events re: Risk & Compliance Summit 2014; Jack Gerard, API re: Shale Energy Yields Big Savings; Marcia Seevers, Assessor re: Steuben County 2014 Ratio Study; CPI Supply re: Vigo County ConSpan; ENR FutureTech; Steuben County Soil & Water Conservation District re: annual review of Apollo Landfill; John Deere re: Government Sales; NIPSCO re: ED Impact; County Commissioners re: June 9 email from Commissioner Vincent; Maumee River Basin re: meeting agenda and minutes; NACo re: New Information on Waters of the US; IACC re: new staff members; NACo re: County News Alerts; Dan Bastin, Settlement Director re: June 2014 Financial Institution Tax Distribution; Northeast Indiana Community Corrections re: Advisory Board Meeting; NACo re: Analysis and Action Alert on Workforce Reauthorization Bill; County Commissioners re: June 2 email from Commissioner Vincent; NEIndiana re: Partnership News; St. Joe River Basin re: Staff Changes; IU Public Policy Institute re: New IU PPI Director.

STEUBEN COUNTY BOARD OF COMMISSIONERS

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Ronald L. Smith, President, South District

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James A. Cowl, Vice President, Middle District

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Loretta S. Smart, North District

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